

CI Commercial-Improved CU Commercial-Unimproved CE Commercial Lease (No IDX)

You Must Indicate Property Type By Checking Appropriate Box

Office Name/# _____ Agent Name/# _____

Co-Office Name/# _____ Co-Agent Name/# _____

AUTO ASSIGN

MLS # _____ List Price (8) _____ / / _____ Expire Date _____

Waterfront (y/n) _____ Showing Service (y/n) _____ Owner LREA (y/n) _____

Street # (8) _____ Dir _____ Street Name (30) _____ Street Type (10) _____

City (20) _____ State TX _____ Zip Code (10) _____ County (15) _____

Subdivision Name (30) _____ School District (20) _____

Area (20) _____ ETJ (y/n/u) _____ SUPRA Lockbox (y/n) _____ Vacant (y/n) _____ Zoned (y/n) _____ Zoning Type (5) _____

Appraisal District ID # (Parcel #) (20) _____ Apx Acreage (7) _____ Lot Dimensions (25) _____

Road Frontage (Ft) (10) _____ # Buildings (4) _____ Apx Year Built (4) _____ Apx Total SqFt (7) _____ Source SqFt (10) _____

Apx Office SqFt (7) _____ Apx Retail SqFt (7) _____ Apx Warehouse SqFt (7) _____ Avg Annual Gross Inc (10) _____ Avg Annual Gross Exp (10) _____

Building/Center Name (30) _____ Current Use (30) _____

Legal Description (50) _____

Owner(s) Legal Name (45) _____ Owner Phone-if applicable (12) _____

Buyer Agency (y/n) _____ Buyer Agency \$/% (5) _____ Sub Agency (y/n) _____ Pref Title Company (20) _____ Earnest Money (10) _____

Duplicate Listing # (7) _____ Internet (y/n) _____ School Tax Rate (6) _____ City Tax Rate (6) _____ County Tax Rate (6) _____ Other Tax Rate (6) _____ Total Taxes (10) _____

AUTO POPULATE

CAN # (GeoID) (50) _____

Public Remarks (400 char) _____

Agent Remarks (400 char) _____

Map Grid (10) _____ Map Source (10) _____

* These fields will appear after Internet(y/n) on the Listing Entry screen in the system.*

Directions (400 char) _____

A: TYPE

- 1. Retail/Shop
- 2. Office Building
- 3. Business/Professional Park
- 4. Warehouse/Storage
- 5. Auto Service
- 6. Restaurant/Bar
- 7. Recreational
- 8. Hotel/Motel
- 9. Medical/Dental
- 10. Shopping Center
- 11. Lot
- 12. Acreage
- 50. Other-See Remarks

B: # STORIES

- 1. One
- 2. Two
- 3. Three
- 4. Four+
- 4. Split/Multi Level
- 5. None
- 50. Other-See Remarks

C: CONSTRUCTION/EXTERIOR

- 1. Asbestos Siding
- 2. Brick/Veneer
- 3. Hardiplank
- 4. Masonry & Steel
- 5. Metal/Aluminum
- 6. Rock/Stone/Veneer
- 7. Steel Frame
- 8. Stucco
- 9. Vinyl
- 10. Wood
- 11. 1-Side Masonry
- 12. 3-Side Masonry
- 13. 4-Side Masonry
- 14. None
- 15. None
- 50. Other-See Remarks

D: ROOF

- 1. Concrete Tile
- 2. Flat
- 3. Gravel
- 4. Metal
- 5. Shingle-Composition
- 6. Shingle-Wood
- 7. Slate
- 8. Tile
- 9. None
- 50. Other-See Remarks

E: FOUNDATION

- 1. Basement
- 2. Pier
- 3. Pier & Beam
- 4. Cedar Post
- 5. Slab
- 6. None
- 50. Other-See Remarks

F: FLOORING (INTERIOR)

- 1. Brick
- 2. Carpet
- 3. Concrete
- 4. Marble
- 5. Parquet
- 6. Wood
- 7. Laminate
- 8. Slate
- 9. Stone
- 10. Terrazzo
- 11. Tile
- 12. Vinyl
- 13. None
- 50. Other-See Remarks

G: HEAT

- 1. Baseboard
- 2. Central
- 3. Electric
- 4. Floor Furnace
- 5. Gas
- 6. Gas Jets
- 7. Heat Pump
- 8. Propane/Butane
- 9. Space Heaters
- 10. Window/Wall Heater
- 11. Wood Stove
- 12. 1 Unit
- 13. 2 Units
- 14. 3+ Units
- 15. Zoned
- 16. None
- 50. Other -See Remarks

H: A/C

- 1. Attic Fan
- 2. Central
- 3. Electric
- 4. Heat Pump
- 5. Window/Wall Unit(s)
- 6. Zoned
- 7. 1 unit
- 8. 2 Units
- 9. 3+ Units
- 10. None
- 50. Other-See Remarks

I: WATER/SEWER

- WATER
- 1. City
- 2. Co-Op Water
- 3. Well
- 4. None-Water
- 5. Other Water-See Remarks
- SEWER
- 6. Public
- 7. Septic
- 8. Aeorbic
- 9. None-Sewer
- 50. Other Sewer-See Remarks

J: OTHER UTILITIES

- 1. Cable TV
- 2. Satellite Dish
- 3. City Garbage
- 4. Private Garbage Service
- 5. Telephone
- 6. High Speed Internet
- 7. Co-Op Electric
- 8. City Electric
- 9. Gas Available
- 10. Gas Installed
- 11. Natural Gas
- 12. Propane/Butane Tank-Leased
- 13. Propane/Butane Tank-Owned
- 14. None
- 50. Other-See Remarks

K: SALE INCLUDES

- 1. Building(s)
- 2. Business
- 3. Equipment
- 4. Fixtures
- 5. Furniture
- 6. Inventory
- 7. Land
- 8. None
- 50. Other-See Remarks

L: LEASE INCLUDES

- 1. Building(s)
- 2. Business
- 3. Equipment
- 4. Fixtures
- 5. Furniture
- 6. Inventory
- 7. Land
- 8. Janitorial Service
- 9. None
- 50. Other-See Remarks

M: RAIL SERVICE

- 1. Yes
- 2. No
- 3. Unknown
- 50. Other-See Remarks

N: WATER FEATURES/VIEW

- 1. Waterfront
- 2. Creek
- 3. Creek-Seasonal
- 4. Canal
- 5. Pond/Stock Tank
- 6. Lake Dunlap
- 7. Canyon Lake
- 8. Lake McQueeney
- 9. Lake Placid
- 10. Lake Seguin
- 11. Meadow Lake
- 12. Comal River
- 13. Guadalupe River
- 14. San Marcos River
- 15. Blanco River
- 16. Water Access
- 17. Hill Country View
- 18. City Skyline View
- 19. Countryside View
- 20. Waterview
- 21. None
- 50. Other-See Remarks

O: TOPO/LAND DESCRIPTION

- 1. Mobile Home Park
- 2. On Golf Course
- 3. Ag Exempt
- 4. Borders State Park/Game Ranch
- 5. Ranch
- 6. Horse Property
- 7. Hunting Permitted
- 8. Corner Lot
- 9. Cul-de-Sac
- 10. Partially Wooded
- 11. Wooded
- 12. Mature Trees
- 13. Secluded
- 14. Flood Plain
- 15. Gentle Rolling
- 16. Sloping
- 17. Level
- 18. Open
- 19. Greenbelt
- 20. None
- 50. Other-See Remarks

P: AMENITIES

- 1. Elevator
- 2. Exterior Lighting
- 3. Fenced Storage/Yard
- 4. Fire Sprinkler System
- 5. Inside Storage
- 6. Living Area
- 7. Outside Storage
- 8. Public Restroom
- 9. Security Fence
- 10. Security Lighting
- 11. Security System
- 12. None
- 50. Other-See Remarks

Q: DISABILITY ACCESS

- 1. 1st Floor Bathrooms
- 2. Handicap Parking
- 3. Level Drive
- 4. Level Lot
- 5. Near Bus Line
- 6. Ramped Entrance
- 7. Stairs/Steps
- 8. None
- 50. Other-See Remarks

R: ACCESS/ROAD SURFACE

- 1. Asphalt
- 2. Gravel
- 3. Dirt
- 4. Paved
- 5. Sidewalks
- 6. Curbs
- 7. Private Road
- 8. Easement Road
- 9. County Road
- 10. City Street
- 11. State Highway
- 12. Interstate Hwy-1 mi or Less
- 13. US Highway
- 14. None
- 50. Other-See Remarks

S: PARKING

- 1. 1-5 Spaces
- 2. 6-10 Spaces
- 3. 11-15 Spaces
- 4. 16+ Spaces
- 5. None
- 50. Other-See Remarks

T: DOCUMENTS ON FILE

- 1. Appraisal
- 2. Floor Plans
- 3. Aerial Photo
- 4. Plat
- 5. Survey
- 6. Topo Map
- 7. Flood Certificate
- 8. Boundary Survey
- 9. Deed Restrictions
- 10. Subdivision Restrictions
- 11. Inspection-Building
- 12. Inspection-Pest
- 13. Inspection-Septic
- 14. Seller's Disclosure
- 15. On-Site Sewer Disclosure
- 16. Lead Based Paint Addendum
- 17. Engineer's Report
- 18. Special Contract/Addendums Required
- 19. None
- 50. Other-See Remarks

U: POSSESSION

- 1. At Closing
- 2. Funding
- 3. Immediate
- 4. Negotiable
- 5. Tenants Rights
- 6. None
- 50. Other-See Remarks

V: FINANCIALS AVAILABLE

- 1. Tenants Expense
- 2. Taxes
- 3. Insurance
- 4. Utilities
- 5. CAM
- 6. Income/Expense
- 7. None
- 50. Other-See Remarks

W: HOW SHOWN/OCCUPANCY

- 1. 24 Hour Notice
- 2. Appointment Only
- 3. Call Listing Agent
- 4. Call Listing Office
- 5. Day Sleeper
- 6. LA Must Accompany
- 7. Supra Lockbox
- 8. Combo Lockbox
- 9. Pets
- 10. Beware of Animals
- 11. Restricted Hours/Days
- 12. No Sign
- 13. Showing Service
- 14. Owner Occupied
- 15. Tenant Occupied
- 16. Vacant
- 17. None
- 50. Other-See Remarks