BROKER LISTING COOPERATIVE®

COMMERCIAL MULTI-FAMILY

BLC® Listing Service Information

Listing Number *(System Assigned)*	|__|__|__|__|__|__|__|
(R) **Status**	☐ Active ☐ Incomplete
(R) **Area**	|__|__|__|__|
(R) **Transaction Type**	☐ Auction ☐ Exchange ☐ Sale
(R) **List Price**	$|__|__|__|__|__|__|__|__|__|
(R) **County**	|__|__|__|__|__|__|__|__|__|__|__|__|__|
(R) **Tax ID Number**	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Multiple Tax ID Number	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
(R) **Map Coordinates (N/S)**	☐ N ☐ S
(R) **N/S Map Number**	|__|__|__|__|
(R) **Map Coordinates (E/W)**	☐ E ☐ W
(R) **E/W Map Number**	|__|__|__|__|
(R) **Street Number**	|__|__|__|__|__|__|
Street Directional	☐ East ☐ South ☐ North ☐ Southeast ☐ Northeast ☐ Southwest ☐ Northwest ☐ West
(R) **Street Name**	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
(R) **Street Type**	☐ Avenue ☐ Lake ☐ Point ☐ Boulevard ☐ Landing ☐ Ridge ☐ Circle ☐ Lane ☐ Road ☐ Court ☐ Manor ☐ Row ☐ Cove ☐ Overlook ☐ Square ☐ Creek ☐ Park ☐ Street ☐ Crescent ☐ Parkway ☐ Terrace ☐ Crest ☐ Pass ☐ Trace ☐ Drive ☐ Pike ☐ Trail ☐ Grove ☐ Place ☐ Way ☐ Hollow ☐ Plaza
(R) **Town**	|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|
(R) **Township**	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
(R) **State**	|__|__|
(R) **Zip Code**	|__|__|__|__|__|
Zip 4	|__|__|__|__|
Year Built	|__|__|__|__|
Year Renovated	|__|__|__|__|
Landmark	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Building Name	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Unit Mix

Type One # of Units	|__|__|__|
Type One # of Bedrooms	|__|
Type One # of Bathrooms	|__| . |__|
Type One # of Rooms	|__|__|
Type One Square Feet	|__|__|__|__|
Type One Market Rent	$|__|__|__|__|__|__|
Type Two # of Units	|__|__|__|
Type Two # of Bedrooms	|__|
Type Two # of Bathrooms	|__| . |__|
Type Two # of Rooms	|__|__|
Type Two Square Feet	|__|__|__|__|
Type Two Market Rent	$|__|__|__|__|__|__|
Type Three # of Units	|__|__|__|
Type Three # of Bedrooms	|__|
Type Three # of Bathrooms	|__| . |__|
Type Three # of Rooms	|__|__|
Type Three Square Feet	|__|__|__|__|
Type Three Market Rent	$|__|__|__|__|__|__|
Type Four # of Units	|__|__|__|
Type Four # of Bedrooms	|__|
Type Four # of Bathrooms	|__| . |__|
Type Four # of Rooms	|__|__|

Unit Mix

Type Four Square Feet	|__|__|__|__|__|
Type Four Market Rent	$|__|__|__|__|__|__|
Type Five # of Units	|__|__|__|
Type Five # of Bedrooms	|__|
Type Five # of Bathrooms	|__| . |__|
Type Five # of Rooms	|__|__|
Type Five Square Feet	|__|__|__|__|__|
Type Five Market Rent	$|__|__|__|__|__|__|
Type Six # of Units	|__|__|__|
Type Six # of Bedrooms	|__|
Type Six # of Bathrooms	|__| . |__|
Type Six # of Rooms	|__|__|
Type Six Square Feet	|__|__|__|__|__|
Type Six Market Rent	$|__|__|__|__|__|__|

Description

Gross Area	|__|__|__|__|__|__|__|__|__|__| Sq. Ft.
Total Units	|__|__|__|__|__|__|
Acreage	|__|__|__|__|__|__| . |__|__|
(R) **Zoning**	|__|__|__|__|__|
Number of Garages	|__|__|__|__|
Number of Carports	|__|__|__|__|
Automobile Parking	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Automobile Parking Surface	|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Ratio (Parking Spaces to Units)	|__|__| . |__|__|
Utilities *Choose up to 4*	☐ Electric ☐ Separate Sewer Meter ☐ Gas ☐ Septic ☐ See Remarks ☐ Sewer ☐ Separate Elect Meter ☐ Water ☐ Separate Gas Meter ☐ Well
Foundation *Choose up to 4*	☐ Cellar ☐ See Remarks ☐ Crawl ☐ Slab ☐ Divided ☐ Brick Walls ☐ Full ☐ Concrete Block ☐ Partial ☐ Wood ☐ Concrete Poured
Documents on File *Choose up to 6*	☐ ADA Assessment ☐ Perc Test ☐ Aerial Photo ☐ See Remarks ☐ Air Rights ☐ Survey - Mortgage ☐ Environmental Assess. ☐ Survey - Soil ☐ Legal Description ☐ Survey - Wetland ☐ None ☐ Topo Map Available
(R) **Present Use** *Choose 1*	☐ Agricultural ☐ Apartments - Less than 20 ☐ Apartments - More than 20 ☐ Auto - Dealer ☐ Auto - Gas ☐ Auto - Miscellaneous ☐ Church ☐ Commercial - Multi Tenant ☐ Commercial - Single Tenant ☐ Industrial ☐ Medical ☐ Office ☐ Residential ☐ Restaurant ☐ See Remarks ☐ Special - Government ☐ Special - Park ☐ Special - Recreation
Proposed Use *Choose up to 4*	☐ Agricultural ☐ Apartments - Less than 20 ☐ Apartments - More than 20 ☐ Auto - Dealer ☐ Auto - Gas ☐ Auto - Miscellaneous ☐ Church ☐ Commercial - Multi Tenant ☐ Commercial - Single Tenant ☐ Industrial ☐ Medical ☐ Office ☐ Residential ☐ Restaurant ☐ See Remarks ☐ Special - Government ☐ Special - Park ☐ Special - Recreation
Interstate *Choose up to 2*	☐ Ramp Less than 1 Mile ☐ Ramp 1-3 Miles ☐ Ramp 3-5 Miles ☐ Ramp Over 5 Miles ☐ Visible from Interstate
Road Access *Choose up to 2*	☐ City Street ☐ County Road ☐ Easement Access ☐ Frontage Road ☐ Interstate ☐ See Remarks
Road Surface *Choose up to 2*	☐ Asphalt ☐ Concrete ☐ Gravel ☐ See Remarks

REVISED September 2007

Description

Frontage |__|__|__|__|__|__|__|__|__|__|__|__| Ft.

HVAC |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Roof Type |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Amenities |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Financial Information

(R) **Tax Year** |__|__|__|__|

(R) **Year Pay** |__|__|__|__|

(R) **Annual Property Tax - Total** $|__|__|__|__|__|__|__|__|__|

(R) **Annual Property Tax - Per Sq. Ft.** $|__|__|__|__| . |__|__|

Insurance Expense - Total $|__|__|__|__|__|__|__|__|__|

Insurance Expense - Per Sq. Ft. $|__|__|__|__| . |__|__|

Common Area Maint. (CAM) - Total $|__|__|__|__|__|__|__|__|__|

CAM Expense - Per Sq. Ft. $|__|__|__|__| . |__|__|

Miscellaneous Expense - Total $|__|__|__|__|__|__|__|__|__|

Miscellaneous Expense - Per Sq. Ft. $|__|__|__|__| . |__|__|

Expense Stop $|__|__|__|__|__|__|__|__|

Possession |__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Gross Potential Rent $|__|__|__|__|__|__|__|__|

Vacancy and Collections $|__|__|__|__|__|__|__|__| -OR-
|__|__|__|__|__|__|__|__| %

Actual Expenses
(Do not include Debt Service or Depreciation) $|__|__|__|__|__|__|__|__|

Net Operating Income $|__|__|__|__|__|__|__|__|

Cap Rate on Actual Expenses |__|__|__| . |__|__| %

Investment ☐ Yes ☐ No

Improvement Allowance Per Sq. Ft. $|__|__|__|__| . |__|__|

Economic Occupancy |__|__|__| . |__|__| %

Physical Occupancy |__|__|__| . |__|__| %

Gross Rent Multiplier (GRM) |__|__| . |__|__|

(R) **Rent Includes**
☐ Cable ☐ See Remaks
☐ Electric ☐ Sewer
☐ Gas ☐ Water

Office Information

(R) **Agent ID** |__|__|__|__|__|__|__|__|

List Agent Name |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) **Showings Phone Number** |__|__|__| - |__|__|__| - |__|__|__|__|

(R) **Feedback Phone Number** |__|__|__| - |__|__|__| - |__|__|__|__|

(R) **Preferred Contact Phone Number** |__|__|__| - |__|__|__| - |__|__|__|__|

Agent Personal Fax Number |__|__|__| - |__|__|__| - |__|__|__|__|

Agent Cell Number |__|__|__| - |__|__|__| - |__|__|__|__|

Agent Voice Mail Number |__|__|__| - |__|__|__| - |__|__|__|__|

Agent Home Number |__|__|__| - |__|__|__| - |__|__|__|__|

Agent Direct Number |__|__|__| - |__|__|__| - |__|__|__|__|

Toll Free Number |__|__|__| - |__|__|__| - |__|__|__|__|

Office Phone Extension |__|__|__|__|

Pager Number |__|__|__| - |__|__|__| - |__|__|__|__|

Co-Agent/Licensed Assistant ID |__|__|__|__|__|__|__|__|

Co-Agent/Licensed Assistant Name |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Preferred Contact Phone Number |__|__|__| - |__|__|__| - |__|__|__|__|

Contact #1 Type *Choose up to 2*
☐ Appointment Center ☐ Model
☐ Auction ☐ Other
☐ Feedback ☐ Team Name
☐ Management Co.

Contact #1 Name |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Contact #1 Phone |__|__|__| - |__|__|__| - |__|__|__|__|

Contact #2 Type *Choose up to 2*
☐ Appointment Center ☐ Model
☐ Auction ☐ Other
☐ Feedback ☐ Team Name
☐ Management Co.

Contact #2 Name |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Office Information

Contact #2 Phone |__|__|__| - |__|__|__| - |__|__|__|__|

Auction Company |__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|

Auction Company License # |__|__|__|__|__|__|__|__|__|__|__|

Auction Manager's Name |__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|

Auction Manager's License # |__|__|__|__|__|__|__|__|__|__|__|__|

Auction Date |__|__| \ |__|__| \ |__|__|

Auction Time |__|__| : |__|__| ☐ AM ☐ PM

Auction Type |__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|

(R) **Listing Office ID** |__|__|__|__|__|__|

Company Name |__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) **Listing Date** |__|__| / |__|__| / |__|__|

(R) **Expiration Date** |__|__| / |__|__| / |__|__|

(R) **List Type** *Choose 1*
☐ Exclusive Right to Sell
☐ Exclusive Agency
☐ Exclusive Right to Sell - Exclusion

(R) **Buyer Agent Commission** |__|__|__|__|__|__|

(R) **Variable Rate Commission** ☐ Yes ☐ No

(R) **Photo** *Choose 1*
☐ Photo By Broker ☐ Take Photo
☐ No Photo ☐ Under Construction

(R) **Listing on Public Internet** ☐ Yes ☐ No

(R) **Public Remarks on Internet** ☐ Yes ☐ No

(R) **Direct Soliciting** ☐ Yes ☐ No
Is there a "For Sale By Owner" or other sign or notice on the Property indicating that the seller is soliciting direct contact from buyers?

Virtual Tour Hyperlink (URL) http:// |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Web Hyperlink (URL) http:// |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Property Description

No Contact or Financing Information

__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__
__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__	__

Pending Information

(R) **Pending Date** |__|__| / |__|__| / |__|__|

(R) **Selling Agent ID** |__|__|__|__|__|__|__|__|

(R) **Selling Office ID** |__|__|__|__|__|

Sold Information

(R) **Date Closed** |__|__| / |__|__| / |__|__|

(R) **Transaction Type** *Choose 1*
☐ Auction
☐ Exchange
☐ Sale

Sale Terms |__|__|__|__|__|__|__|__|__|__|__|__|__|

Sale Price $ |__|__|__|__|__|__|__|__|__|

Notes