



# LAKE COUNTY ASSOCIATION OF REALTORS®

## Reciprocal Participants

Complete this page and a minimum of all the **Red \*** asterisks on the MLS listing form.

Please email to: [office@lcaor.com](mailto:office@lcaor.com)

Office Name: \_\_\_\_\_  
 Office Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_  
 Designated Broker: \_\_\_\_\_ DRE License #: \_\_\_\_\_  
 Listing Agent: \_\_\_\_\_ DRE License #: \_\_\_\_\_  
 Agent Email: \_\_\_\_\_ Agent Phone: \_\_\_\_\_

**Please select the appropriate listing input form.**

Residential     Residential Lease     Residential Income     Manufactured In The Park  
 Land     Commercial Sale     Commercial Lease     Business Opportunity

**Listing Input Fee:    \$150.00 - *Payment must be transacted prior to listing input.***

Open House Fee:     \$10.00    *First Open House is Free*

*Optional Lockbox Rental (You can use your own combo/contractors' box)*

Lockbox Rental Fee:     \$150.00 (*\$50 fee + \$100 deposit, refunded upon lockbox return*)

**Please select payment option.**

Check (# \_\_\_\_\_)     Master Card     Visa     American Express     Discover

Or  Call Me for payment

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_    Expiration Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

3 Digit Security Code: \_\_\_\_\_ Billing Address: \_\_\_\_\_

**Authorized amount: \$** \_\_\_\_\_

Thank you for participating in the C.A.R. Master Reciprocal Agreement. The Lake County Association of REALTORS® (LCAOR) MLS charges a \$150.00 for the input and maintenance of your listing. By participating in the program both Listing Broker and Agent agree to abide by the LCAOR MLS Rules. **Status changes need to be reported to the MLS in the required time frames.**

Our MLS rules require that all listings have at least one photograph. Residential, Multi-Family Manufactured Homes, and Commercial listings must have a photograph of the exterior of the structure. You are responsible for supplying a photograph for your listing.

**Listing Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Office only - SharedE>mls>reciprocalformsforwebsite updated 3/2026- jj*

367 Lakeport Blvd, Lakeport, CA 95453

OFFICE: 707.263.9300

FAX: 707.263.9310

# Commercial Lease

# California Regional MLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

Status					
<b>*Listing Status:</b> <input type="checkbox"/> Active (Property is open to offers and IS available for showings) <input type="checkbox"/> Coming Soon (Property is open to offers but is NOT available for showings)					
Basics					
Listing Information:					
<b>List Price:</b>		<b>List Price Low:</b>		<b>*Rent Min:</b>	<b>*Rent Max:</b>
<b>*Parcel Number Available?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			<b>Additional Parcels?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>*Parcel Number:</b>					
<b>Additional Parcels (Separated By Comma):</b>					
<b>Seller Consider Concessions?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No					
County/City/Area/Tract:					
<b>*County:</b>		<b>*City:</b>		<b>**MLS Area:</b>	
Address Information:					
<b>*Street #:</b>			<b>Str Number Ext:</b>		
<b>Str Direction Prefix:</b> <input type="checkbox"/> East <input type="checkbox"/> North <input type="checkbox"/> Northeast <input type="checkbox"/> Northwest <input type="checkbox"/> South <input type="checkbox"/> Southeast <input type="checkbox"/> Southwest <input type="checkbox"/> West					
<b>*Street Name:</b>					
<b>Str Suffix:</b>					
<input type="checkbox"/> Alley	<input type="checkbox"/> Circle	<input type="checkbox"/> Expressway	<input type="checkbox"/> Interstate	<input type="checkbox"/> Loop	<input type="checkbox"/> Pathway
<input type="checkbox"/> Avenue	<input type="checkbox"/> Court	<input type="checkbox"/> Freeway	<input type="checkbox"/> Island	<input type="checkbox"/> Mall	<input type="checkbox"/> Pike
<input type="checkbox"/> Boulevard	<input type="checkbox"/> Cut / Cutoff	<input type="checkbox"/> Grove	<input type="checkbox"/> Junction	<input type="checkbox"/> Parkway	<input type="checkbox"/> Place
<input type="checkbox"/> Causeway	<input type="checkbox"/> Drive	<input type="checkbox"/> Highway	<input type="checkbox"/> Lane	<input type="checkbox"/> Pass / Bypass	<input type="checkbox"/> Plaza
<input type="checkbox"/> Rise	<input type="checkbox"/> Road	<input type="checkbox"/> Square	<input type="checkbox"/> Street	<input type="checkbox"/> Terrace	<input type="checkbox"/> Turnpike
<input type="checkbox"/> Walk	<input type="checkbox"/> Way	<input type="checkbox"/> Trace	<input type="checkbox"/> Trail	<input type="checkbox"/> Square	<input type="checkbox"/> Trail
<b>Str Suffix Modifier:</b>		<b>Str Direction Suffix:</b> <input type="checkbox"/> East <input type="checkbox"/> North <input type="checkbox"/> Northeast <input type="checkbox"/> Northwest <input type="checkbox"/> South <input type="checkbox"/> Southeast <input type="checkbox"/> Southwest <input type="checkbox"/> West			
<b>Unit #:</b>	<b>*State:</b>	<b>*Postal Code:</b>		<b>Postal Code +4:</b>	<b>Country:</b>
<b>*Directions:</b>					
Basic Information:					
<b>*Property Sub Type:</b>					
<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Ranch	<input type="checkbox"/> Farm	<input type="checkbox"/> High Tech-Flex	<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Industrial
<input type="checkbox"/> Unimproved Land	<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Multi Family	<input type="checkbox"/> Office	<input type="checkbox"/> Retail	<input type="checkbox"/> Specialty
<input type="checkbox"/> Business	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Agriculture	<input type="checkbox"/> Warehouse/Office	<input type="checkbox"/> Warehouse/Distribution	<input type="checkbox"/> Warehouse
<b>Industrial Type:</b> <input type="checkbox"/> High Tech/R&D <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution		<b>Retail Center Type:</b> <input type="checkbox"/> Community/Specialty <input type="checkbox"/> Grocery Anchor <input type="checkbox"/> Mixed Use		<input type="checkbox"/> Power	<input type="checkbox"/> Regional Center <input type="checkbox"/> Unanchored
<b>Investment Property?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Office Class:</b> <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	<b>Year Built:</b>	<b>*Building Area Total:</b>	<b>*Lot Size Area:</b>
<b>Year Built Source:</b>		<b>Living Area Source:</b>		<b>Lot Size Source:</b>	
<input type="checkbox"/> Appraiser	<input type="checkbox"/> Public Records	<input type="checkbox"/> Assessor	<input type="checkbox"/> Not Taped	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Not Taped
<input type="checkbox"/> Assessor	<input type="checkbox"/> See Remarks	<input type="checkbox"/> Builder	<input type="checkbox"/> Other	<input type="checkbox"/> Assessor	<input type="checkbox"/> Other
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<input type="checkbox"/> Other	<input type="checkbox"/> Other	<input type="checkbox"/> Public Records	<input type="checkbox"/> Taped	<input type="checkbox"/> GIS Calculated	<input type="checkbox"/> Public Records
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## Ownership continued:

### Asset Class:

- |                                         |                                      |                                           |                                       |                                    |
|-----------------------------------------|--------------------------------------|-------------------------------------------|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Farm/Ranch     | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Land/Unimproved  | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Retail    |
| <input type="checkbox"/> High Tech-Flex | <input type="checkbox"/> Industrial  | <input type="checkbox"/> Mobile Home Park | <input type="checkbox"/> Office       | <input type="checkbox"/> Specialty |

### Business Type:

- |                                                     |                                                  |                                                  |                                               |                                           |
|-----------------------------------------------------|--------------------------------------------------|--------------------------------------------------|-----------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Accounting                 | <input type="checkbox"/> Build to Suit           | <input type="checkbox"/> Employment              | <input type="checkbox"/> Landscaping          | <input type="checkbox"/> Regional Center  |
| <input type="checkbox"/> Administrative and Support | <input type="checkbox"/> Butcher                 | <input type="checkbox"/> Farm                    | <input type="checkbox"/> Laundromat           | <input type="checkbox"/> Rental           |
| <input type="checkbox"/> Adult Family Home          | <input type="checkbox"/> Cabinets                | <input type="checkbox"/> Ranch                   | <input type="checkbox"/> Liquor Store         | <input type="checkbox"/> Restaurant       |
| <input type="checkbox"/> Advertising                | <input type="checkbox"/> Candy/Cookie            | <input type="checkbox"/> Fast Food               | <input type="checkbox"/> Live/Work            | <input type="checkbox"/> Retail           |
| <input type="checkbox"/> Agriculture                | <input type="checkbox"/> Car Wash                | <input type="checkbox"/> Financial               | <input type="checkbox"/> Locksmith            | <input type="checkbox"/> Saddlery/Harness |
| <input type="checkbox"/> Animal Grooming            | <input type="checkbox"/> Carpet/Tile             | <input type="checkbox"/> Fitness                 | <input type="checkbox"/> Manufacturing        | <input type="checkbox"/> Showroom         |
| <input type="checkbox"/> Appliances                 | <input type="checkbox"/> Child Care              | <input type="checkbox"/> Florist/Nursery         | <input type="checkbox"/> Medical              | <input type="checkbox"/> Single-Tenant    |
| <input type="checkbox"/> Aquarium Supplies          | <input type="checkbox"/> Church                  | <input type="checkbox"/> Food & Beverage         | <input type="checkbox"/> Mixed                | <input type="checkbox"/> Special Use      |
| <input type="checkbox"/> Arts and Entertainment     | <input type="checkbox"/> Clothing                | <input type="checkbox"/> Forest Reserve          | <input type="checkbox"/> Mobile/Trailer Park  | <input type="checkbox"/> Sporting Goods   |
| <input type="checkbox"/> Athletic                   | <input type="checkbox"/> Commercial              | <input type="checkbox"/> Franchise               | <input type="checkbox"/> Multi-Tenant         | <input type="checkbox"/> Stand-Alone      |
| <input type="checkbox"/> Auto Body                  | <input type="checkbox"/> Computer                | <input type="checkbox"/> Furniture               | <input type="checkbox"/> Music                | <input type="checkbox"/> Storage          |
| <input type="checkbox"/> Auto Dealer                | <input type="checkbox"/> Condominium             | <input type="checkbox"/> Gas Station             | <input type="checkbox"/> Nursing Home         | <input type="checkbox"/> Strip Mall       |
| <input type="checkbox"/> Auto Glass                 | <input type="checkbox"/> Construction/Contractor | <input type="checkbox"/> Gift Shop               | <input type="checkbox"/> Office Supply        | <input type="checkbox"/> Toys             |
| <input type="checkbox"/> Auto Parts                 | <input type="checkbox"/> Convalescent            | <input type="checkbox"/> Government              | <input type="checkbox"/> Other                | <input type="checkbox"/> Transportation   |
| <input type="checkbox"/> Auto Rent/Lease            | <input type="checkbox"/> Convenience Store       | <input type="checkbox"/> Grocery                 | <input type="checkbox"/> Pad(s)               | <input type="checkbox"/> Travel           |
| <input type="checkbox"/> Auto Repair-Specialty      | <input type="checkbox"/> Dance Studio            | <input type="checkbox"/> Hardware                | <input type="checkbox"/> Paints               | <input type="checkbox"/> Upholstery       |
| <input type="checkbox"/> Auto Service               | <input type="checkbox"/> Decorator               | <input type="checkbox"/> Health Food             | <input type="checkbox"/> Parking              | <input type="checkbox"/> Utility          |
| <input type="checkbox"/> Auto Stereo/Alarm          | <input type="checkbox"/> Deli/Catering           | <input type="checkbox"/> Health Services         | <input type="checkbox"/> Pet Store            | <input type="checkbox"/> Variety          |
| <input type="checkbox"/> Auto Tires                 | <input type="checkbox"/> Dental                  | <input type="checkbox"/> Hobby                   | <input type="checkbox"/> Photographer         | <input type="checkbox"/> Video            |
| <input type="checkbox"/> Auto Wrecking              | <input type="checkbox"/> Distribution            | <input type="checkbox"/> Home Cleaner            | <input type="checkbox"/> Pizza                | <input type="checkbox"/> Wallpaper        |
| <input type="checkbox"/> Bakery                     | <input type="checkbox"/> Doughnut                | <input type="checkbox"/> Hospitality             | <input type="checkbox"/> Printing             | <input type="checkbox"/> Warehouse        |
| <input type="checkbox"/> Bar/Tavern/Lounge          | <input type="checkbox"/> Drugstore               | <input type="checkbox"/> Hotel/Motel             | <input type="checkbox"/> Professional Service | <input type="checkbox"/> Wholesale        |
| <input type="checkbox"/> Barber/Beauty              | <input type="checkbox"/> Dry Cleaner             | <input type="checkbox"/> Ice Cream/Frozen Yogurt | <input type="checkbox"/> Professional/Office  |                                           |
| <input type="checkbox"/> Bed & Breakfast            | <input type="checkbox"/> Education/School        | <input type="checkbox"/> Industrial              | <input type="checkbox"/> Real Estate          |                                           |
| <input type="checkbox"/> Books/Cards/Stationary     | <input type="checkbox"/> Electronics             | <input type="checkbox"/> Jewelry                 | <input type="checkbox"/> Recreation           |                                           |

## Description

### Public Remarks:

*The Public Remarks may only contain a description of the property, its features, its location or community, specific terms to or exclusions from a sale (or lease). All text must be entered in the English language ONLY. The following are NOT allowed to appear in the property description: Gate/Alarm Codes, Lockbox Combo, FSBO, Vacant, Occupied, Open House Information, Showing Instructions, Email Addresses, Website Addresses, Phone Numbers, Agent, Assistant, Co-Lister or Owner Names, or any language that violates Fair Housing/HUD Guidelines.*

### Exclusions:

### Inclusions:

### Virtual Tour URL Unbranded (NO Agent/Broker Information):

*The Virtual Tour Field shall contain ONLY a live link to a Virtual Tour of the property. The Virtual Tour may not include such things as: agent/broker photos, agent/broker names, phone numbers, web site addresses, email addresses or advertising other than about the property. No messages or solicitations of any kind. Begin your URL with HTTP:// or HTTPS://*

### Virtual Tour URL Unbranded 2 (NO Agent/Broker Information):

*The Virtual Tour Field shall contain ONLY a live link to a Virtual Tour of the property. The Virtual Tour may not include such things as: agent/broker photos, agent/broker names, phone numbers, web site addresses, email addresses or advertising other than about the property. No messages or solicitations of any kind. Begin your URL with HTTP:// or HTTPS://*

Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

## Syndication Remarks & Branded Virtual Tour

### Syndication Remarks:

*Syndication Remarks may contain information intended specifically for the consumers; this includes contact and other non-confidential information. Syndication Remarks is used in place of the Property Description for syndication display. If left blank during input, syndication websites will continue to receive the text you place in the "Property Description" field.*

### Virtual Tour URL Branded (Agent/Broker Information):

*This Virtual Tour may include Agent/Office branding and will only be used in our Syndication data feeds. Begin your URL with HTTP:// or HTTPS://*

## Features

### Building Details:

<p><b>*Lot Features:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 0-1 Unit/Acre</li> <li><input type="checkbox"/> 2-5 Units/Acre</li> <li><input type="checkbox"/> 6-10 Units/Acre</li> <li><input type="checkbox"/> 11-15 Units/Acre</li> <li><input type="checkbox"/> 16-20 Units/Acre</li> <li><input type="checkbox"/> 21-25 Units/Acre</li> <li><input type="checkbox"/> 26-30 Units/Acre</li> <li><input type="checkbox"/> 31-35 Units/Acre</li> <li><input type="checkbox"/> 36-40 Units/Acre</li> <li><input type="checkbox"/> Agricultural</li> <li><input type="checkbox"/> Agricultural - Dairy</li> <li><input type="checkbox"/> Agricultural - Other</li> <li><input type="checkbox"/> Agricultural - Row/Crop</li> <li><input type="checkbox"/> Agricultural - Tree/Orchard</li> <li><input type="checkbox"/> Agricultural - Vine/Vineyard</li> <li><input type="checkbox"/> Back Yard</li> <li><input type="checkbox"/> Bluff</li> <li><input type="checkbox"/> Close to Clubhouse</li> <li><input type="checkbox"/> Corner Lot</li> <li><input type="checkbox"/> Corners Marked</li> <li><input type="checkbox"/> Cul-De-Sac</li> <li><input type="checkbox"/> Desert Back</li> <li><input type="checkbox"/> Desert Front</li> <li><input type="checkbox"/> Sloped Down</li> <li><input type="checkbox"/> Front Yard</li> <li><input type="checkbox"/> Garden</li> <li><input type="checkbox"/> Gentle Sloping</li> <li><input type="checkbox"/> Greenbelt</li> <li><input type="checkbox"/> Horse Property</li> <li><input type="checkbox"/> Horse Property Improved</li> <li><input type="checkbox"/> Horse Property Unimproved</li> <li><input type="checkbox"/> Landscaped</li> <li><input type="checkbox"/> Lawn</li> <li><input type="checkbox"/> Level with Street</li> <li><input type="checkbox"/> Lot 10000-19999 Sqft</li> <li><input type="checkbox"/> Lot 20000-39999 Sqft</li> <li><input type="checkbox"/> Lot 6500-9999</li> <li><input type="checkbox"/> Lot Over 40000 Sqft</li> <li><input type="checkbox"/> Flag Lot</li> <li><input type="checkbox"/> Irregular Lot</li> <li><input type="checkbox"/> Rectangular Lot</li> <li><input type="checkbox"/> Level</li> <li><input type="checkbox"/> Mistig System</li> <li><input type="checkbox"/> Near Public Transit</li> <li><input type="checkbox"/> No Landscaping</li> <li><input type="checkbox"/> On Golf Course</li> <li><input type="checkbox"/> Over 40 Units/Acre</li> <li><input type="checkbox"/> Park Nearby</li> <li><input type="checkbox"/> Pasture</li> <li><input type="checkbox"/> Patio Home</li> </ul>	<p><b>*Lot Features continued:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Paved</li> <li><input type="checkbox"/> Percolate</li> <li><input type="checkbox"/> Ranch</li> <li><input type="checkbox"/> Rocks</li> <li><input type="checkbox"/> Rolling Slope</li> <li><input type="checkbox"/> Secluded</li> <li><input type="checkbox"/> Sprinkler System</li> <li><input type="checkbox"/> Sprinklers Drip System</li> <li><input type="checkbox"/> Sprinklers In Front</li> <li><input type="checkbox"/> Sprinklers In Rear</li> <li><input type="checkbox"/> Sprinklers Manual</li> <li><input type="checkbox"/> Sprinklers None</li> <li><input type="checkbox"/> Sprinklers On Side</li> <li><input type="checkbox"/> Sprinklers Timer</li> <li><input type="checkbox"/> Steep Slope</li> <li><input type="checkbox"/> Tear Down</li> <li><input type="checkbox"/> Treed Lot</li> <li><input type="checkbox"/> Up Slope from Street</li> <li><input type="checkbox"/> Utilities - Overhead</li> <li><input type="checkbox"/> Value In Land</li> <li><input type="checkbox"/> Walkstreet</li> <li><input type="checkbox"/> Yard</li> <li><input type="checkbox"/> Zero Lot Line</li> </ul> <p><b>Construction Materials:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Adobe</li> <li><input type="checkbox"/> Alcan</li> <li><input type="checkbox"/> Aluminum Siding</li> <li><input type="checkbox"/> Asbestos</li> <li><input type="checkbox"/> Asphalt</li> <li><input type="checkbox"/> Block</li> <li><input type="checkbox"/> Blown-In Insulation</li> <li><input type="checkbox"/> Board &amp; Batten Siding</li> <li><input type="checkbox"/> Brick</li> <li><input type="checkbox"/> Brick Veneer</li> <li><input type="checkbox"/> Cedar</li> <li><input type="checkbox"/> Cellulose Insulation</li> <li><input type="checkbox"/> Cement Siding</li> <li><input type="checkbox"/> Clapboard</li> <li><input type="checkbox"/> Concrete</li> <li><input type="checkbox"/> Drywall Walls</li> <li><input type="checkbox"/> Ducts Professionally Air-Sealed</li> <li><input type="checkbox"/> Fiber Cement</li> <li><input type="checkbox"/> Fiberglass Siding</li> <li><input type="checkbox"/> Flagstone</li> <li><input type="checkbox"/> Frame</li> <li><input type="checkbox"/> Glass</li> <li><input type="checkbox"/> Hardboard</li> <li><input type="checkbox"/> HardiPlank Type</li> <li><input type="checkbox"/> ICFs (Insulated Concrete Forms)</li> </ul>	<p><b>Construction Materials continued:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Lap Siding</li> <li><input type="checkbox"/> Log</li> <li><input type="checkbox"/> Log Siding</li> <li><input type="checkbox"/> Masonite</li> <li><input type="checkbox"/> Metal Siding</li> <li><input type="checkbox"/> Natural Building</li> <li><input type="checkbox"/> NES Insulation Pkg</li> <li><input type="checkbox"/> Other</li> <li><input type="checkbox"/> Plaster</li> <li><input type="checkbox"/> Radiant Barrier</li> <li><input type="checkbox"/> Rammed Earth</li> <li><input type="checkbox"/> Redwood Siding</li> <li><input type="checkbox"/> See Remarks</li> <li><input type="checkbox"/> Shake Siding</li> <li><input type="checkbox"/> Shingle Siding</li> <li><input type="checkbox"/> Slump Block</li> <li><input type="checkbox"/> Spray Foam Insulation</li> <li><input type="checkbox"/> Steel</li> <li><input type="checkbox"/> Steel Siding</li> <li><input type="checkbox"/> Stone</li> <li><input type="checkbox"/> Stone Veneer</li> <li><input type="checkbox"/> Straw</li> <li><input type="checkbox"/> Stucco</li> <li><input type="checkbox"/> Synthetic Stucco</li> <li><input type="checkbox"/> TVA Insulation Pkg</li> <li><input type="checkbox"/> Unknown</li> <li><input type="checkbox"/> Vertical Siding</li> <li><input type="checkbox"/> Vinyl Siding</li> <li><input type="checkbox"/> Wood Siding</li> <li><input type="checkbox"/> Stone Veneer</li> </ul> <p><b>Roof:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> None</li> <li><input type="checkbox"/> Asbestos Shingle</li> <li><input type="checkbox"/> Asphalt</li> <li><input type="checkbox"/> Bahama</li> <li><input type="checkbox"/> Barrel</li> <li><input type="checkbox"/> Bitumen</li> <li><input type="checkbox"/> Bituthene</li> <li><input type="checkbox"/> Clay</li> <li><input type="checkbox"/> Common Roof</li> <li><input type="checkbox"/> Composition</li> <li><input type="checkbox"/> Concrete</li> <li><input type="checkbox"/> Copper</li> <li><input type="checkbox"/> Elastomeric</li> <li><input type="checkbox"/> Fiberglass</li> <li><input type="checkbox"/> Fire Retardant</li> <li><input type="checkbox"/> Flat</li> <li><input type="checkbox"/> Flat Tile</li> <li><input type="checkbox"/> Foam</li> </ul>	<p><b>Roof continued:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Green Roof</li> <li><input type="checkbox"/> Mansard</li> <li><input type="checkbox"/> Membrane</li> <li><input type="checkbox"/> Metal</li> <li><input type="checkbox"/> Mixed</li> <li><input type="checkbox"/> Other</li> <li><input type="checkbox"/> Reflective</li> <li><input type="checkbox"/> Ridge Vents</li> <li><input type="checkbox"/> Rolled/Hot Mop</li> <li><input type="checkbox"/> See Remarks</li> <li><input type="checkbox"/> Shake</li> <li><input type="checkbox"/> Shingle</li> <li><input type="checkbox"/> Slate</li> <li><input type="checkbox"/> Spanish Tile</li> <li><input type="checkbox"/> Stone</li> <li><input type="checkbox"/> Synthetic</li> <li><input type="checkbox"/> Tar/Gravel</li> <li><input type="checkbox"/> Tile</li> <li><input type="checkbox"/> Wood</li> </ul> <p><b>Heating:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ductless</li> <li><input type="checkbox"/> None</li> <li><input type="checkbox"/> Central</li> <li><input type="checkbox"/> Zoned</li> <li><input type="checkbox"/> Baseboard</li> <li><input type="checkbox"/> Floor Furnace</li> <li><input type="checkbox"/> Wall Furnace</li> <li><input type="checkbox"/> Space Heater</li> <li><input type="checkbox"/> Forced Air</li> <li><input type="checkbox"/> Gravity</li> <li><input type="checkbox"/> Heat Pump</li> <li><input type="checkbox"/> Radiant</li> <li><input type="checkbox"/> Electric</li> <li><input type="checkbox"/> Natural Gas</li> <li><input type="checkbox"/> Propane</li> <li><input type="checkbox"/> Kerosene</li> <li><input type="checkbox"/> Pellet Stove</li> <li><input type="checkbox"/> Wood</li> <li><input type="checkbox"/> Oil</li> <li><input type="checkbox"/> Solar</li> <li><input type="checkbox"/> ENERGY STAR Qualified Equipment</li> <li><input type="checkbox"/> High Efficiency</li> <li><input type="checkbox"/> Combination</li> <li><input type="checkbox"/> Fireplace(s)</li> <li><input type="checkbox"/> Humidity Control</li> <li><input type="checkbox"/> Wood Stove</li> <li><input type="checkbox"/> See Remarks</li> </ul>
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Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

Building Details Continued:			
<b>Building Features:</b> <input type="checkbox"/> Elevators <input type="checkbox"/> Living Quarters <input type="checkbox"/> Phone System <input type="checkbox"/> Rec Room <input type="checkbox"/> TV System  <b>Fence:</b> <input type="checkbox"/> None <input type="checkbox"/> Average Condition <input type="checkbox"/> Barbed Wire <input type="checkbox"/> Block <input type="checkbox"/> Brick <input type="checkbox"/> Chain Link <input type="checkbox"/> Cross Fenced <input type="checkbox"/> Electric <input type="checkbox"/> Excellent Condition <input type="checkbox"/> Fair Condition <input type="checkbox"/> Glass <input type="checkbox"/> Goat Type <input type="checkbox"/> Good Condition <input type="checkbox"/> Grapestake <input type="checkbox"/> Invisible <input type="checkbox"/> Livestock <input type="checkbox"/> Masonry <input type="checkbox"/> Needs Repair <input type="checkbox"/> New Condition <input type="checkbox"/> Partial <input type="checkbox"/> Pipe <input type="checkbox"/> Poor Condition <input type="checkbox"/> Privacy <input type="checkbox"/> Redwood <input type="checkbox"/> Security <input type="checkbox"/> See Remarks <input type="checkbox"/> Split Rail <input type="checkbox"/> Stone <input type="checkbox"/> Stucco Wall <input type="checkbox"/> Vinyl <input type="checkbox"/> Wire <input type="checkbox"/> Wood <input type="checkbox"/> Wrought Iron	<b>Cooling:</b> <input type="checkbox"/> Ductless <input type="checkbox"/> None <input type="checkbox"/> Central Air <input type="checkbox"/> Dual <input type="checkbox"/> Zoned <input type="checkbox"/> Wall/Window Unit(s) <input type="checkbox"/> Evaporative Cooling <input type="checkbox"/> Heat Pump <input type="checkbox"/> Humidity Control <input type="checkbox"/> Whole House Fan <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> ENERGY STAR Qualified Equipment <input type="checkbox"/> High Efficiency <input type="checkbox"/> SEER Rated 13-15 <input type="checkbox"/> SEER Rated 16+ <input type="checkbox"/> See Remarks	<b>Security Features:</b> <input type="checkbox"/> 24 Hour Security <input type="checkbox"/> Gated with Attendant <input type="checkbox"/> Automatic Gate <input type="checkbox"/> Carbon Monoxide Detector(s) <input type="checkbox"/> Card/Code Access <input type="checkbox"/> Closed Circuit Camera(s) <input type="checkbox"/> Fire and Smoke Detection System <input type="checkbox"/> Fire Rated Drywall <input type="checkbox"/> Fire Sprinkler System <input type="checkbox"/> Firewall(s) <input type="checkbox"/> Gated Community <input type="checkbox"/> Gated with Guard <input type="checkbox"/> Guarded <input type="checkbox"/> Resident Manager <input type="checkbox"/> Security Lights <input type="checkbox"/> Security System <input type="checkbox"/> Smoke Detector(s) <input type="checkbox"/> Window Bars <input type="checkbox"/> Wired for Alarm System	<b>Waterfront Features:</b> <input type="checkbox"/> Across the Road from Lake/Ocean <input type="checkbox"/> Bay Front <input type="checkbox"/> Beach Access <input type="checkbox"/> Beach Front <input type="checkbox"/> Canal Front <input type="checkbox"/> Creek <input type="checkbox"/> Fishing in Community <input type="checkbox"/> Includes Dock <input type="checkbox"/> Lagoon <input type="checkbox"/> Lake <input type="checkbox"/> Lake Front <input type="checkbox"/> Lake Privileges <input type="checkbox"/> Marina in Community <input type="checkbox"/> Navigable Water <input type="checkbox"/> Ocean Access <input type="checkbox"/> Ocean Front <input type="checkbox"/> Ocean Side of Freeway <input type="checkbox"/> Ocean Side Of Highway 1 <input type="checkbox"/> Pond <input type="checkbox"/> Reservoir in Community <input type="checkbox"/> River Front <input type="checkbox"/> Sea Front <input type="checkbox"/> Seawall <input type="checkbox"/> Stream <input type="checkbox"/> Waterfront With Home Across Road
Utilities:			
<b>Utilities:</b> <input type="checkbox"/> None <input type="checkbox"/> Cable Available <input type="checkbox"/> Cable Connected <input type="checkbox"/> Cable Not Available <input type="checkbox"/> Electricity Available <input type="checkbox"/> Electricity Connected <input type="checkbox"/> Electricity Not Available <input type="checkbox"/> Natural Gas Available <input type="checkbox"/> Natural Gas Connected <input type="checkbox"/> Natural Gas Not Available <input type="checkbox"/> Other <input type="checkbox"/> Phone Available <input type="checkbox"/> Phone Connected <input type="checkbox"/> Phone Not Available <input type="checkbox"/> Propane <input type="checkbox"/> See Remarks <input type="checkbox"/> Sewer Available <input type="checkbox"/> Sewer Connected <input type="checkbox"/> Sewer Not Available <input type="checkbox"/> Underground Utilities	<b>Utilities continued:</b> <input type="checkbox"/> Water Available <input type="checkbox"/> Water Connected <input type="checkbox"/> Water Not Available  <b>*Water Source:</b> <input type="checkbox"/> None <input type="checkbox"/> Agricultural Well <input type="checkbox"/> Cistern <input type="checkbox"/> Other <input type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> See Remarks <input type="checkbox"/> Shared Well <input type="checkbox"/> Well	<b>Electric:</b> <input type="checkbox"/> 220 Volts For Spa <input type="checkbox"/> 220 Volts in Garage <input type="checkbox"/> 220 Volts in Kitchen <input type="checkbox"/> 220 Volts in Laundry <input type="checkbox"/> 220 Volts in Workshop <input type="checkbox"/> 220V Other - See Remarks <input type="checkbox"/> 220 Volts <input type="checkbox"/> 440 Volts <input type="checkbox"/> Electricity - On Bond <input type="checkbox"/> Electricity - On Property <input type="checkbox"/> Electricity - Unknown <input type="checkbox"/> Heavy <input type="checkbox"/> Photovoltaics on Grid <input type="checkbox"/> Photovoltaics Seller Owned <input type="checkbox"/> Photovoltaics Stand-Alone <input type="checkbox"/> Photovoltaics Third-Party Owned <input type="checkbox"/> Standard	
<b>Voltage:</b>		<b>Amperage:</b>	
<b>Phase:</b>		<b>Clearance Height Min:</b>	
<b>Clearance Height Max:</b>		<b>Garage and Parking:</b>	
<b>Parking Total:</b>	<b>Uncovered Spaces:</b>	<b>Carpport Spaces:</b>	<b>Parking Ratio:</b>

# Commercial Lease

# California Regional MLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

## Land & Terms

### Land Information:

**Land Use:**  Industrial  Mobile Home Park  Multi-Family  Office  Other  Retail

**Number of Buildings:** **Number of Units Total:** **Number Units Leased:**

**Anchor / Co-Tenants:** **Move In:** **Topography:**

**Lot Size Dimensions:** **Zoning:**

**Lot Dimensions Source:**  Appraiser  Estimated  Other  Public Records  Taped  
 Assessor  GIS Calculated  Owner  See Remarks  
 Builder  Not Taped  Plans  Survey

### Owner Pays:

None  Gas  Management  Repairs  Snow Removal  
 All Utilities  Grounds Care  Other  Roof  Taxes  
 Cable TV  HVAC Maintenance  Parking Fee  Security  Telephone  
 Electricity  Insurance  Pest Control  See Remarks  Trash Collection  
 Exterior Maintenance  Janitorial Service  Pool Maintenance  Sewer  Water

### Tenant Pays:

None  Exterior Maintenance  Management  Roof Maintenance  Telephone  
 ADA Upgrades  Grounds Care  Other  Security  Trash Collection  
 All Utilities  Gas  Parking Fee  See Remarks  Water  
 Association Fees  HVAC Maintenance  Pest Control  Sewer  
 Cable TV  Insurance  Pool Maintenance  Snow Removal  
 Electricity  Janitorial Service  Repairs  Taxes

## Office & MLS

### Listing Information:

**\*Dual Variable Compensation?**  Yes  No

### Buyer Agency Comp Remarks:

**Listing Service:**  Entry Only  Full Service  Limited Service **Sign on Property?**  Yes  No

**\*\*Start Showing Date (required only for Coming Soon - ≤ 21 days in the future):**

**\*Listing Agreement:**  Seller Reserved  Exclusive Right With Exception  Open  
 Exclusive Right To Lease  Net  Probate

### Occupant Information:

**\*Showing Contact Type:**  None  Agent  Occupant  Other  Owner  Property Manager  See Remarks

**Showing Contact Name:** **Showing Contact Phone:** **Ext:**

### Occupant Information:

**\*Occupant Type:**  Owner  Tenant  Vacant

**Owner Name:** **Owner Phone:**

### Showing Information:

**\*Showing Instructions:**

### \*Lock Box Location:

**\*Key Safe Description:**  None  Multacc  Seller providing Access  
 Call Listing Office  Risco  Sentrilock  
 Combo  See Remarks  Supra

**Lock Box Version:**  Supra  Supra BT  Supra BT LE **Lock Box Serial Number:**

### Contact Information:

**Other Phone Description:** **Other Phone Number:** **Ext:**

**\*Preferred Order of Contact:** — Select up to 6 contact options using the numbers 1 to 6 to specify the order.

\_\_\_\_ Agent Cell Ph      \_\_\_\_ Agent Pager Ph      \_\_\_\_ Co-Agent Direct Ph      \_\_\_\_ Co-Agent Text Message      \_\_\_\_ Office Ph  
\_\_\_\_ Agent Direct Ph      \_\_\_\_ Agent Text Message      \_\_\_\_ Co-Agent Email      \_\_\_\_ Co-Agent Toll Free      \_\_\_\_ Other  
\_\_\_\_ Agent Email      \_\_\_\_ Agent Toll Free      \_\_\_\_ Co-Agent Fax      \_\_\_\_ Co-Agent Voice Mail  
\_\_\_\_ Agent Fax      \_\_\_\_ Agent Voice Mail      \_\_\_\_ Co-Agent Home Ph      \_\_\_\_ Offers Email  
\_\_\_\_ Agent Home Ph      \_\_\_\_ Co-Agent Cell Ph      \_\_\_\_ Co-Agent Pager Ph      \_\_\_\_ Office Fax

# Commercial Lease

# California Regional MLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

## Office & MLS

Private Remarks:

## MLS

Ad Number:

Before selecting "No" on any of the below options written authorization from the seller is required.

\*Internet Entire Listing Display?  Yes  No

\*Internet Address Display?  Yes  No

\*Internet Consumer Comment?  Yes  No

\*Internet Automated Valuation Display?  Yes  No

\*Neighborhood Market Report Seller Participant?  Yes  No

Agent information:

List Agent MLS ID:

Co-List Agent MLS ID:

List Team ID:

Co-List Team ID:

Offers Email:

Photographer MLS ID:

## BRE - Listing Agent/State License

Listing Agent information:

List Agent:

\*List Agent State License Number:

Co-Listing Agent information:

Co-List Agent:

Co-List Agent State License Number:

## Power Production

If you have one or more Power Production events planned, you may enter them here.

Power Production:  Yes  No

Power Production #1:

Power Production Type:  Photovoltaics  Wind

Power Production Size:

Power Production Year Install:

Power Production Annual:

Power Production Annual Status:  Actual  Estimated  Partially Estimated

Power Production Ownership:  Leased  Owned

Power Production #2:

Power Production Type:  Photovoltaics  Wind

Power Production Size:

Power Production Year Install:

Power Production Annual:

Power Production Annual Status:  Actual  Estimated  Partially Estimated

Power Production Ownership:  Leased  Owned

Power Production #3:

Power Production Type:  Photovoltaics  Wind

Power Production Size:

Power Production Year Install:

Power Production Annual:

Power Production Annual Status:  Actual  Estimated  Partially Estimated

Power Production Ownership:  Leased  Owned

Power Production #4:

Power Production Type:  Photovoltaics  Wind

Power Production Size:

Power Production Year Install:

Power Production Annual:

Power Production Annual Status:  Actual  Estimated  Partially Estimated

Power Production Ownership:  Leased  Owned

## Signatures

Agent Signature:

Date:

Sellers Signature:

Date:

Broker/Participant's Signature:

Date:

Sellers Signature:

Date: