



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: Dawnt@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 by you, deposit forfeited if LCAOR has to go and retrieve)

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 with the exception of land listings. 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. Our reciprocal listings do NOT syndicate out to other websites.

Listing Agent Signature: _____ **Date:** _____

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

*Listing Status: ☐ Active (Property is open to offers and IS available for showings) ☐ Coming Soon (Property is open to offers but is NOT available for showings)

Basics

Listing Information:

List Price:

List Price Low:

*Rent Min:

*Rent Max:

*Parcel Number Available? ☐ Yes ☐ No

Additional Parcels? ☐ Yes ☐ No

*Parcel Number:

Additional Parcels (Separated By Comma):

Concessions in Price:

Concessions in Price Type:

Seller Consider Concessions? ☐ Yes ☐ No

County/City/Area/Tract:

*County:

*City:

**MLS Area:

Address Information:

*Street #:

Str Number Ext:

Str Direction Prefix: ☐ East ☐ North ☐ Northeast ☐ Northwest ☐ South ☐ Southeast ☐ Southwest ☐ West

*Street Name:

Str Suffix:

☐ Alley

☐ Circle

☐ Expressway

☐ Interstate

☐ Loop

☐ Pathway

☐ Rise

☐ Street

☐ Turnpike

☐ Avenue

☐ Court

☐ Freeway

☐ Island

☐ Mall

☐ Pike

☐ Road

☐ Terrace

☐ Walk

☐ Boulevard

☐ Cut / Cutoff

☐ Grove

☐ Junction

☐ Parkway

☐ Place

☐ Run

☐ Trace

☐ Way

☐ Causeway

☐ Drive

☐ Highway

☐ Lane

☐ Pass / Bypass

☐ Plaza

☐ Square

☐ Trail

Str Suffix Modifier:

Str Direction Suffix: ☐ East ☐ North ☐ Northeast ☐ Northwest ☐ South ☐ Southeast ☐ Southwest ☐ West

Unit #:

*State:

*Postal Code:

Postal Code +4:

Country:

*Directions:

Basic Information:

*Property Sub Type: ☐ Mixed Use ☐ High Tech-Flex ☐ Unimproved Land ☐ Office ☐ Business

☐ Ranch

☐ Hotel/Motel

☐ Mobile Home

☐ Retail

☐ Warehouse

☐ Farm

☐ Industrial

☐ Multi Family

☐ Specialty

☐ Agriculture

Industrial Type: ☐ High Tech/R&D ☐ Warehouse/Office

Retail Center Type: ☐ Community/Specialty ☐ Power

☐ Manufacturing

☐ Grocery Anchor

☐ Regional Center

☐ Warehouse/Distribution

☐ Mixed Use

☐ Unanchored

Investment Property? ☐ Yes ☐ No

Office Class: ☐ A ☐ B ☐ C

Year Built:

*Building Area Total:

*Lot Size Area:

Year Built Source:

Living Area Source:

Lot Size Source:

☐ Appraiser

☐ Public Records

☐ Appraiser

☐ Not Taped

☐ See Remarks

☐ Appraiser

☐ Not Taped

☐ See Remarks

☐ Assessor

☐ See Remarks

☐ Assessor

☐ Other

☐ Seller

☐ Assessor

☐ Other

☐ Seller

☐ Builder

☐ Seller

☐ Builder

☐ Owner

☐ Survey

☐ Builder

☐ Owner

☐ Survey

☐ Estimated

☐ Plans

☐ Taped

☐ Estimated

☐ Plans

☐ Taped

☐ Estimated

☐ Plans

☐ Taped

☐ Other

☐ GIS Calculated

☐ Public Records

☐ GIS Calculated

☐ Public Records

☐ GIS Calculated

☐ Public Records

☐ Public Records

Building Area Units: ☐ Square Feet ☐ Square Meters

Leasable Area:

High Tech Flex Sqft:

Residential Sqft:

Office Sqft:

*Lot Size Units: ☐ Acres ☐ Square Feet

Largest Contiguous Sqft:

Industrial Sqft:

Condo Area:

Condo Area Units: ☐ Square Feet ☐ Square Meters

Retail Sqft:

Total Building NRA:

Largest Contiguous Sqft:

Building Name:

Builder Name:

*Building Status: ☐ Demolished ☐ Existing ☐ Land ☐ Proposed ☐ Under Construction ☐ Under Renovation

Current Use: ☐ Agricultural ☐ Horses ☐ Investment ☐ Recreational ☐ Storage

☐ Place of Worship ☐ Improved ☐ Multi-Family ☐ Residential ☐ Unimproved

☐ Commercial

☐ Industrial

☐ Parking Lot

☐ See Remarks

Stories Total:

Entry Level:

Occupancy: ☐ Available ☐ Occupied ☐ Vacant

Sale Considered? ☐ Yes ☐ No

Current Use Comments:

Total Monthly Rent:

Divisible Sqft:

Park Name:

*Existing Lease Type: ☐ Absolute Net ☐ Full Service ☐ Industrial Gross ☐ NN ☐ Other

☐ CPI Adjustment

☐ Gross

☐ Modified Gross

☐ NNN

☐ Escalation Clause

☐ Ground Lease

☐ Net

☐ Oral

Commercial Lease

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Ownership continued:

Asset Class:

☐ Farm/Ranch

☐ Hotel/Motel

☐ Land/Unimproved

☐ Multi-Family

☐ Retail

☐ High Tech-Flex

☐ Industrial

☐ Mobile Home Park

☐ Office

☐ Specialty

Business Type:

☐ Accounting

☐ Build to Suit

☐ Employment

☐ Landscaping

☐ Regional Center

☐ Administrative and Support

☐ Butcher

☐ Farm

☐ Laundromat

☐ Rental

☐ Adult Family Home

☐ Cabinets

☐ Ranch

☐ Liquor Store

☐ Restaurant

☐ Advertising

☐ Candy/Cookie

☐ Fast Food

☐ Live/Work

☐ Retail

☐ Agriculture

☐ Car Wash

☐ Financial

☐ Locksmith

☐ Saddlery/Harness

☐ Animal Grooming

☐ Carpet/Tile

☐ Fitness

☐ Manufacturing

☐ Showroom

☐ Appliances

☐ Child Care

☐ Florist/Nursery

☐ Medical

☐ Single-Tenant

☐ Aquarium Supplies

☐ Church

☐ Food & Beverage

☐ Mixed

☐ Special Use

☐ Arts and Entertainment

☐ Clothing

☐ Forest Reserve

☐ Mobile/Trailer Park

☐ Sporting Goods

☐ Athletic

☐ Commercial

☐ Franchise

☐ Multi-Tenant

☐ Stand-Alone

☐ Auto Body

☐ Computer

☐ Furniture

☐ Music

☐ Storage

☐ Auto Dealer

☐ Condominium

☐ Gas Station

☐ Nursing Home

☐ Strip Mall

☐ Auto Glass

☐ Construction/Contractor

☐ Gift Shop

☐ Office Supply

☐ Toys

☐ Auto Parts

☐ Convalescent

☐ Government

☐ Other

☐ Transportation

☐ Auto Rent/Lease

☐ Convenience Store

☐ Grocery

☐ Pad(s)

☐ Travel

☐ Auto Repair-Specialty

☐ Dance Studio

☐ Hardware

☐ Paints

☐ Upholstery

☐ Auto Service

☐ Decorator

☐ Health Food

☐ Parking

☐ Utility

☐ Auto Stereo/Alarm

☐ Deli/Catering

☐ Health Services

☐ Pet Store

☐ Variety

☐ Auto Tires

☐ Dental

☐ Hobby

☐ Photographer

☐ Video

☐ Auto Wrecking

☐ Distribution

☐ Home Cleaner

☐ Pizza

☐ Wallpaper

☐ Bakery

☐ Doughnut

☐ Hospitality

☐ Printing

☐ Warehouse

☐ Bar/Tavern/Lounge

☐ Drugstore

☐ Hotel/Motel

☐ Professional Service

☐ Wholesale

☐ Barber/Beauty

☐ Dry Cleaner

☐ Ice Cream/Frozen Yogurt

☐ Professional/Office

☐ Bed & Breakfast

☐ Education/School

☐ Industrial

☐ Real Estate

☐ Books/Cards/Stationary

☐ Electronics

☐ Jewelry

☐ 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://. For example http://www.virtualtour site.com/etc.

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://. For example http://www.virtualtour site.com/etc.

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Seller's Initials () () Agent/Broker/Participant's Initials () ()

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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://. For example http://www.virtualtoursite.com/etc.

Features

Building Details:

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

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Building Details Continued:			
Building Features: <input type="checkbox"/> Elevators <input type="checkbox"/> Living Quarters <input type="checkbox"/> Phone System <input type="checkbox"/> Rec Room <input type="checkbox"/> TV System Fence: <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	Cooling: <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	Security Features: <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	Waterfront Features: <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:			
Utilities: <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	Utilities continued: <input type="checkbox"/> Water Available <input type="checkbox"/> Water Connected <input type="checkbox"/> Water Not Available *Water Source: <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	Electric: <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	
Voltage:		Amperage:	Phase:
Clearance Height Min:		Clearance Height Max:	
Garage and Parking:			
Parking Total:	Uncovered Spaces:	Carport Spaces:	Parking Ratio:

Commercial Lease

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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:

Anchors / Co-Tenants:

Move In:

Topography:

Lot Size Dimensions:

Zoning:

Lot Dimensions Source:

☐ Appraiser

☐ Assessor

☐ Builder

☐ Estimated

☐ GIS Calculated

☐ Not Taped

☐ Other

☐ Owner

☐ Plans

☐ Public Records

☐ See Remarks

☐ Survey

☐ Taped

Owner Pays:

☐ None

☐ All Utilities

☐ Cable TV

☐ Electricity

☐ Exterior Maintenance

☐ Gas

☐ Grounds Care

☐ HVAC Maintenance

☐ Insurance

☐ Janitorial Service

☐ Management

☐ Other

☐ Parking Fee

☐ Pest Control

☐ Pool Maintenance

☐ Repairs

☐ Roof

☐ Security

☐ See Remarks

☐ Sewer

☐ Snow Removal

☐ Taxes

☐ Telephone

☐ Trash Collection

☐ Water

Tenant Pays:

☐ None

☐ ADA Upgrades

☐ All Utilities

☐ Association Fees

☐ Cable TV

☐ Electricity

☐ Exterior Maintenance

☐ Grounds Care

☐ Gas

☐ HVAC Maintenance

☐ Insurance

☐ Janitorial Service

☐ Management

☐ Other

☐ Parking Fee

☐ Pest Control

☐ Pool Maintenance

☐ Repairs

☐ Roof Maintenance

☐ Security

☐ See Remarks

☐ Sewer

☐ Snow Removal

☐ Taxes

☐ Telephone

☐ Trash Collection

☐ Water

Office & MLS

Listing Information:

*Buyer Agency Comp:

*Buyer Agency Comp Type:

☐ \$

☐ %

☐ See Remarks

*Dual Variable Compensation?

☐ Yes

☐ No

Buyer Agency Comp Remarks:

*Listing Contract Date:

*Expiration Date:

Listing Service:

Sign on Property?

☐ Entry Only

☐ Full Service

☐ Limited Service

☐ Yes

☐ No

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

*Listing Agreement:

☐ Seller Reserved

☐ Exclusive Right To Lease

☐ Exclusive Right With Exception

☐ Net

☐ Open

☐ 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

☐ Call Listing Office

☐ Combo

☐ Multacc

☐ Risco

☐ See Remarks

☐ Seller providing Access

☐ Sentrilock

☐ Supra

Lock Box Version:

Lock Box Serial Number:

☐ Supra

☐ Supra BT

☐ Supra BT LE

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 Direct Ph

_____ Agent Email

_____ Agent Fax

_____ Agent Home Ph

_____ Agent Pager Ph

_____ Agent Text Message

_____ Agent Toll Free

_____ Agent Voice Mail

_____ Co-Agent Cell Ph

_____ Co-Agent Direct Ph

_____ Co-Agent Email

_____ Co-Agent Fax

_____ Co-Agent Home Ph

_____ Co-Agent Pager Ph

_____ Co-Agent Text Message

_____ Co-Agent Toll Free

_____ Co-Agent Voice Mail

_____ Offers Email

_____ Office Fax

_____ Office Ph

_____ Other

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? <input type="checkbox"/> Yes <input type="checkbox"/> No	*Internet Address Display? <input type="checkbox"/> Yes <input type="checkbox"/> No
*Internet Consumer Comment? <input type="checkbox"/> Yes <input type="checkbox"/> No	*Internet Automated Valuation Display? <input type="checkbox"/> Yes <input type="checkbox"/> No
*Neighborhood Market Report Seller Participant? <input type="checkbox"/> Yes <input type="checkbox"/> 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: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Power Production #1:	
Power Production Type: <input type="checkbox"/> Photovoltaics <input type="checkbox"/> Wind	Power Production Size:
Power Production Year Install:	Power Production Annual:
Power Production Annual Status: <input type="checkbox"/> Actual <input type="checkbox"/> Estimated <input type="checkbox"/> Partially Estimated	
Power Production Ownership: <input type="checkbox"/> Leased <input type="checkbox"/> Owned	
Power Production #2:	
Power Production Type: <input type="checkbox"/> Photovoltaics <input type="checkbox"/> Wind	Power Production Size:
Power Production Year Install:	Power Production Annual:
Power Production Annual Status: <input type="checkbox"/> Actual <input type="checkbox"/> Estimated <input type="checkbox"/> Partially Estimated	
Power Production Ownership: <input type="checkbox"/> Leased <input type="checkbox"/> Owned	
Power Production #3:	
Power Production Type: <input type="checkbox"/> Photovoltaics <input type="checkbox"/> Wind	Power Production Size:
Power Production Year Install:	Power Production Annual:
Power Production Annual Status: <input type="checkbox"/> Actual <input type="checkbox"/> Estimated <input type="checkbox"/> Partially Estimated	
Power Production Ownership: <input type="checkbox"/> Leased <input type="checkbox"/> Owned	
Power Production #4:	
Power Production Type: <input type="checkbox"/> Photovoltaics <input type="checkbox"/> Wind	Power Production Size:
Power Production Year Install:	Power Production Annual:
Power Production Annual Status: <input type="checkbox"/> Actual <input type="checkbox"/> Estimated <input type="checkbox"/> Partially Estimated	
Power Production Ownership: <input type="checkbox"/> Leased <input type="checkbox"/> Owned	
Signatures	
Agent Signature:	Date:
Sellers Signature:	Date:
Broker/Participant’s Signature:	Date:
Sellers Signature:	Date: