

## Newport Beach Association of REALTORS® Commercial/Industrial (CI) Listing Input Form

(^ indicates required fields / *superscripts* indicate maximum number of characters per field )

# Property Type : 5

Listing No. \_\_\_\_\_

^HSN <sup>6</sup> : _____ House #	^STR <sup>21</sup> : _____ Street Name	^AR <sup>2</sup> : _____ Area	^CIT <sup>4</sup> : _____ City Code	^TG <sup>5</sup> : _____ Thomas Guide
^LO <sup>4</sup> : _____ Listing Office		Office Name _____		ZIP: _____ Zip Code
^LAG <sup>5</sup> : _____ Listing Agent ID #		^AGT <sup>22</sup> : _____ Agent Name		^BPH <sup>12</sup> :(_____) _____ Broker Phone #
^LPG <sup>8</sup> : _____ List Price		^VRP <sup>1</sup> : ___ Y/N Value Range Price		
^LLP: _____ Low List Price		^STY <sup>1</sup> : ____ # Stories		
^LD <sup>8</sup> : ____/____/____ List Date		^UNI <sup>3</sup> : ____. #Units		
^XD <sup>8</sup> : ____/____/____ Expire Date				

**(Circle all Applicable Features)**

- |  |  |  |   |
|--|--|--|---|
| <b>AIR:</b> Air Condition<br>A. Central Air<br>B. Wall/Window<br>C. Heat Pump<br>D. Evaporative<br>E. Other<br>F. None             | <b>FC:</b> Floor Covering<br>A. Carpet<br>B. Hardwood<br>C. Tile<br>D. Vinyl<br>E. Parquet<br>F. See Remarks/CLO   | <b>MSC:</b> Miscellaneous<br>A. Sprinkler Systems<br>B. Furniture Inventory<br>C. Fixture Inventory<br>D. Outside Storage<br>E. Security Lighting<br>F. Alarm<br>G. Rest Rooms<br>H. Newly Remodeled<br>I. Covenants/Remarks<br>J. Dock High Floors<br>K. Ground Level Floors<br>L. Loading Dock<br>M. RailRoad Siding | <b>PTY:</b> Property Type<br>A. Commercial<br>B. Industrial<br>C. Office<br>D. Retail<br>E. Warehouse<br>F. Other/Remarks |
| <b>CMI:</b> Type of Building<br>A. Commercial<br>B. Industrial   | <b>HT:</b> Heat<br>A. Forced Air<br>B. Wall Furnace<br>C. Floor Furnace<br>D. Radiant<br>E. Electric<br>F. See Remarks/CLO   | <b>ASHO:</b> Showing Instructions<br>A. Call First/Lockbox<br>B. Vacant/Lockbox<br>C. Appt W/Occupant<br>D. Restricted Hours<br>E. Call L/O<br>F. Drive By Only<br>G. L/A Must Accompany<br>H. See Remarks   | <b>RF:</b> Roof<br>A. Shake<br>B. Shingle<br>C. Composition<br>D. Rock<br>E. Tile<br>F. Other                             |
| <b>EF:</b> Exist Finance<br>A. Conventional<br>B. VA<br>C. FHA<br>D. VIR<br>E. ARM<br>F. GPM<br>G. Private<br>H. Clear<br>I. Other | <b>MET:</b> Utility Meters<br>A. Gas Master Meter<br>B. Gas Indiv. Meters<br>C. Elec Master Meter<br>D. Elec Indiv Meters<br>E. Water Master Meter<br>F. Water Indiv Meters<br>G. Other/ See Remarks | <b>TRM:</b> Terms<br>A. Cash to Existing Loan<br>B. Cash to New Loan<br>C. VA<br>D. FHA<br>E. Owner May Carry<br>F. Contract<br>G. Cash<br>H. Exchange - Up<br>I. Exchange - Down<br>J. Lease Option<br>K. See Remarks/CLO   | <b>TOL:</b> Type Lease<br>A. Gross<br>B. Triple Net<br>C. Percentage<br>D. Other/Remarks                                  |

REN <sup>5</sup> : _____ Rent Sq.Ft. Total	ZON <sup>4</sup> : _____ Zonning	COU <sup>11</sup> : _____ County	ACR <sup>6</sup> : _____ Acres
YRB <sup>4</sup> : _____ Year Built	FLZ <sup>1</sup> : ____ Flood Zone (Y/N)	L TZ <sup>9</sup> : _____ Approx Lot Size	
TTL <sup>1</sup> : ____ F=Fee Land Title L=Leased	GHZ <sup>1</sup> : ____ GeoHazard Zone (Y/N)	^XST <sup>17</sup> : _____ Cross Street	
VLT <sup>4</sup> : _____ Voltage	^APN <sup>13</sup> : _____ Assessors Parcel Number		

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<b>PARK<sup>3</sup>:</b> _____ Parking Spaces Available	<b>ODM<sup>8</sup>:</b> _____ Office Dimensions	<b>GIN<sup>7</sup>:</b> _____ Gross Scheduled Income \$	<b>FDT<sup>8</sup>:</b> _____ First TD \$
<b>TRD<sup>7</sup>:</b> _____ Truck Doors	<b>YDM<sup>10</sup>:</b> _____ Yard Dimensions	<b>VAC<sup>7</sup>:</b> _____ Vacancy %	<b>PAY<sup>5</sup>:</b> _____ 1 <sup>st</sup> TD Paymt \$
<b>USE<sup>9</sup>:</b> _____ Present Use	<b>SU1<sup>10</sup>:</b> _____ Suited for (Line 1)	<b>GOI<sup>7</sup>:</b> _____ Gross Operating Income \$	<b>INT<sup>5</sup>:</b> _____ 1 <sup>st</sup> Interest %
<b>LDK<sup>7</sup>:</b> _____ Loading Dock	<b>SU2<sup>10</sup>:</b> _____ Suited for (Line 2)	<b>EXP<sup>7</sup>:</b> _____ Operating Expenses \$	<b>1DU<sup>4</sup>:</b> _____ 1 <sup>st</sup> TD Due
<b>FEN<sup>9</sup>:</b> _____ Fence	<b>BLD<sup>12</sup>:</b> _____ Building Name	<b>NOP<sup>7</sup>:</b> _____ Net Operating Income \$	<b>2TD<sup>8</sup>:</b> _____ 2 <sup>nd</sup> TD \$
<b>CLH<sup>4</sup>:</b> _____ Ceiling Height	<b>IVA<sup>11</sup>:</b> _____ Improvement Value \$	<b>TAX<sup>7</sup>:</b> _____ Taxes \$	<b>2PM<sup>5</sup>:</b> _____ 2 <sup>nd</sup> Payment \$
<b>^LTP<sup>3</sup>:</b> _____ Listing Type (ER,EA,OP)	<b>LVA<sup>10</sup>:</b> _____ Land Value \$	<b>INS<sup>7</sup>:</b> _____ Insurance Expense \$	<b>2IN<sup>5</sup>:</b> _____ 2 <sup>nd</sup> Interest %
<b>^CSO<sup>4</sup>:</b> _____ Commission to Selling Office	<b>RST<sup>7</sup>:</b> _____ Rest Rooms	<b>UTI<sup>7</sup>:</b> _____ Utilities Expense \$	<b>2DU<sup>4</sup>:</b> _____ 2 <sup>nd</sup> Due
Compensation offered does not include compensation to sub-agents or dual agents unless specified in the remarks section.	<b>RES<sup>8</sup>:</b> _____ Reserves (Cap.Improv.)	<b>MGM<sup>7</sup>:</b> _____ Management Expenses \$	<b>3TD<sup>8</sup>:</b> _____ 3 <sup>rd</sup> TD \$
There is no automatic offer of subagency.	<b>GRM<sup>7</sup>:</b> _____ Gross Multiplier(LP/GSI)	<b>MNT<sup>7</sup>:</b> _____ Maintenance Expenses \$	<b>3PM<sup>5</sup>:</b> _____ 3 <sup>rd</sup> Payment \$
<b>^DVC<sup>1</sup>:</b> _____ Dual/Variable Commission (Y/N)	<b>CAP<sup>7</sup>:</b> _____ Cap Rate (NOI/LP)	<b>OEX<sup>7</sup>:</b> _____ Other Expenses \$	<b>3IN<sup>5</sup>:</b> _____ 3 <sup>rd</sup> Interest %
		<b>TEX<sup>7</sup>:</b> _____ Total Expenses \$	

**REMARKS:** \_\_\_\_\_  
Property Description

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CONFIDENTIAL REMARKS:** \_\_\_\_\_  
Agent Information

\_\_\_\_\_

The undersigned Broker warrants and represents that Broker: A. Has a valid listing agreement with the owner(s) of the property described in the listing form above; B. The above information is true and correct to the best of the Broker's knowledge and information. Broker agrees to indemnify and hold harmless the Newport Beach Association of REALTORS® from all claims, demands, disputes and causes of action arising directly or indirectly, from any false or incorrect information in said listing, any material fact concerning the property of which the broker is aware and fails to disclose, and any claim or demand arising out of the act of Broker or Broker's employees, agents, associates and independent contractors who are associated with Broker, including attorney's fees and court costs.