

Agent Name: _____

Listing #: _____

Illinois law may require your registration as a Business Broker. Review Chapter 15 of the Illinois Compiled Statutes Section 307/10 or consult with legal counsel.

BASIC LISTING INFORMATION

*Property offered (Select One) A: For Sale Only; B: For Lease Only; C: For Sale or Lease

*Area

*Parcel Number

*Multiple PIN Numbers Y/N

*Street Number

Compass Point

*Street Name

Note: Where City=Chicago, Compass Point is required

*Street Suffix AVE-Avenue; BLVD-Boulevard; CIR-Circle; CT-Court; DR-Drive; HWY-Highway; LN-Lane; PKWY-Parkway; PL-Place; PLZ-Plaza; PT-Point; RD-Road; SQ-Square; ST-Street; TER-Terrace; TRL-Trail; WAY-Way; No Street Suffix=Blank

Post Directional (Where applicable, add either N, E, S, or W for a post directional, i.e. 123 Adams Drive W)

Unit #

*City

State

*Zip - (zip4-optional)

*County

Illinois Counties: Boone; Bureau; Carroll; Clinton; Cook; DeKalb; DuPage; Fulton; Grundy; Henry; Jo Daviess; Kane; Kankakee; Kendall; Lake; LaSalle; Lee; Livingston; Marshall; McHenry; Ogle; Putnam; Rock Island; Stephenson; Whiteside; Will; Winnebago Indiana Counties: Jasper; Lake; LaPorte; Newton; Porter Wisconsin Counties: Kenosha; Racine; Walworth County Not Specified Here = Other

Corporate Limits

Unincorporated Y/N

*List Price

*List Date

*Expiration Date

*Lease Price Per Square Foot Per Year

Monthly Rental Price (Optional)

*Listing Agent ID

*Listing Office ID

Co-Listing Agent ID

Check if Co-Lister can edit listing

GENERAL & DEVELOPMENT INFORMATION

*Directions (Max. 108 characters) Start from a major intersection/street - Use Compass Points (i.e. N, E, S, W) for directionals

Coordinates (Required where City=Chicago) North South East West

Subdivision

*Zoning Type COMM-Commercial; INDUS-Industrial; MANUF - Manufacturing; MULTI-Multi-Family; OFFIC - Office; PMD-Planned Manufacturing District; PUD-Planned Unit Development; RTAIL-Retail; WRHSE - Warehouse; WHLSL - Wholesale; OTHER-Other

*Actual Zoning (i.e. R2, B2, etc.)

*Real Estate Included Y/N

Waterfront Y/N

If for Lease, the following fields are required: *Lease Type G-Gross; M-Modified Gross; N-Net; X-Not Applicable

*Lease Expiration Date

Estimated Common Area Maintenance Per Sq. Ft./Year

Estimated Tax Per Sq. Ft./Year

Type Ownership- Real Estate

- A: Corporation
- B: General Partnership
- C: In Acquisition
- D: Individual
- E: Land Trust
- F: Leasehold
- G: Limited Partnership
- H: Sole Proprietor
- I: Other/Unknown
- L: Limited Liability Corp.

Frontage/Access

- A: City Street
- B: County Road
- C: Easement
- D: Frontage Road
- E: Interstate
- F: On Airstrip
- G: Private Road
- H: Public Road
- I: Signal Intersection
- J: State Road
- K: Township Road
- L: U.S. Highway
- M: Other

Current Use

- C: Commercial
- D: Conditional Use
- E: Condominium
- G: Industrial/Manufacturing
- H: Legal Non-Conforming
- K: Non-Conforming
- M: Office and Research
- N: Planned Unit Development
- U: Special Use
- W: Other

Potential Use

- C: Commercial
- D: Conditional Use
- E: Condominium
- F: Estate
- G: Industrial/Mfg.
- H: Legal Non-Conforming
- I: Liquor License
- J: Mobile Home
- K: Non-Conforming
- L: No Development Status
- M: Office and Research

- N: Planned Unit Development
- O: Platted
- P: Recreational
- Q: Residential-Estate
- R: Residential-Multi-Family
- S: Residential-Single Family
- T: Retail
- U: Special Use
- V: Zoning Change Required
- W: Other

Client Needs

- A: Acquire Other Equity
- B: Cash
- C: Cash and Paper
- D: Debt Relief
- E: New Opportunity
- F: Out of Management
- G: Out of Partnership
- H: Paper
- I: Passive Investment
- J: Tax Benefits
- K: Tax Deferred Exchange
- L: Other

Client Will

- A: Add Cash
B: Add Existing Paper
C: Add Management
D: Add Other Equity
E: Create Paper
F: Guarantee Income
G: Joint Venture
H: Lease Back
I: Master Lease
J: Will Divide
K: Other
L: Tenant Improvement Allowance
M: Other Rental Incentive

Amenities

- D: Dock-Community
J: Landing Strip
L: Lighting/Exterior
S: Storage Tanks
T: Storage Tanks
W: Other

***Known Encumbrances**

- A: Air/Mineral Rights Excluded
B: First Mortgage
C: Mechanics Lien
D: None Known
E: Option to Lease
F: Option to Purchase
G: Recaptures Due
H: Right of First Refusal
I: Second Mortgage
J: Special Assessments
K: Tax Lien
L: Third Mortgage
M: Other

Location

- A: Central Business District
B: Channel Front
C: Commercial Business Park
D: Corner
E: Cul De Sac
F: Forest Preserve Adj.
G: Golf Course Lot
H: Industrial Area/Campus
I: Industrial Park
J: Lake Front
K: Mixed Use Area
L: Office Park
M: Out Lot of Shopping Center
N: Park Adjacent
O: Riverfront
P: Shopping Mall
Q: Shopping Center
R: Water Front
S: Water View
T: Public Transport. Avail.
U: Free Standing

REMARKS (Maximum 420 characters)

Grid for entering remarks, consisting of multiple rows of empty boxes.

EXTERIOR/BUILDING FEATURES

*Lot Dimensions [Grid]

*Land Square Footage [Grid]

*Approximate Total Building Square Footage [Grid]

*Number of Stories [Grid]

*Approximate Business Square Footage [Grid]

***Lot Size**

- A: Less than .25 Acres
B: .25 - .49 Acres
C: .50 - .99 Acres
D: 1.0 - 1.99 Acres
E1: 2.0 - 2.99 Acres
E2: 3.0 - 3.99 Acres
E3: 4.0 - 4.00 Acres
F1: 5.0 - 5.99 Acres
F2: 6.0 - 7.99 Acres
F3: 8.0 - 9.99 Acres
F: 5.0 - 9.99 Acres
H: 10.0-24.99 Acres
I: 25.0-99.99 Acres
J: 100+ Acres

Structural Construction

- A: Brick
B: Concrete
C: Concrete Block
D: Steel
E: Stone
F: Wood Frame
G: Other/Unknown

Roof Coverings

- A: Shingle Composition
B: Fiberglass
C: Membrane
D: Metal
E: Reflective Coating
F: Rubber
G: Slate
H: Tar & Gravel
I: Tile
J: Varies
K: Wood Shakes
L: Other

Miscellaneous Outside

- A: Balcony(ies)
B: Conveyor System
C: Courtyard
D: Enclosed Porch
E: Enclosed Stairs
F: Fire Escape
G: Handicapped Access
H: Highline Crossing
I: Hydraulic Lift
J: Patio/Outdoor Seating
K: Pipeline Crossing
L: Satellite Dish
M: Security Gate
N: Security Lighting
O: Security Patrol
P: Security System
Q: Storms & Screens-As Exist
R: Sun Deck
S: Swimming Pool
T: Tenant Signage
U: Trash Compactor
V: Other

(Maximum of one selection)

(Fields in red are for Search purposes ONLY)

*# of Parking Spaces [Grid]

Miscellaneous Inside

- A: Atrium
B: Common Exercise Rm(s)
C: Common Lunchrm(s)
D: Common Meeting Rm(s)
E: Crane(s)
G: Elevator(s) Freight
H: Elevator(s) Passenger
I: Escalator(s)
J: Handicapped Access
K: Handicapped Equip Washoorm(s)
L: Heavy Floor Load
M: Inside Corridor(s)
N: Janitorial Service
O: Multi-Tenant
P: Overhead Door(s)
Q: Private Restrm(s)
R: Public Restrm(s)
S: Skylight(s)
T: Storage Inside
U: Other

Indoor Parking

- A: 1-5 Spaces
B: 6-12 Spaces
C: 13-18 Spaces
D: 19-30 Spaces
E: 31-50 Spaces
F: 51-100 Spaces
G: Over 100 Spaces
H: Assigned Spaces
I: Attached
J: Detached
K: Fee Parking
L: Heated
M: Secured
N: Underground

Outdoor Parking

- A: 1-5 Spaces
B: 6-12 Spaces
C: 13-18 Spaces
D: 19-30 Spaces
E: 31-50 Spaces
F: 51-100 Spaces
G: Over 100 Spaces
H: None On Site
I: Assigned Spaces
J: Common Parking
K: Covered
L: Fee Parking
M: Fenced
N: Lighted
O: Open
P: Paved
Q: Private Lot
R: Public Lot
S: Secured
T: Truck Parking
U: Valet Off Site
V: Valet On Site
W: Unpaved
X: Other

BUSINESS INFORMATION

Business Name [Grid]

Number of Full-Time Employees [Grid]

Number of Part-Time Employees [Grid]

***Business Age**

- A: Less than 1 Year
B: 1-3 Years
C: 4-6 Years
D: 7-10 Years
E: 11+ Years
F: Unknown

***Business Type**

- A: Automotive-Retail
B: Automotive-Service
C: Beauty Salon/Barber
D: Bed & Breakfast
E: Construction/Contractor
F: Artistic/Craft
G: Dry Cleaners/Coin Laundry
H: Bar/Lounge/Nite Club
I: Food and Beverage
J: Distribution
K: Grocery/Mini-Mart
L: Restaurant
M: Health/Fitness
N: Wholesale
O: Hotel or Motel
P: Maintenance
Q: Liquor Store
R: Manufacturing
S: Medical/Dental Practice
T: Nursing/Retirement Home
U: Pet Store
V: Print Shop/Graphics
W: Video Store
X: Service/Misc.
Y: Retail/Misc.
Z: Other

Food/Beverage Type

- A: Coffee Shop
B: Fast Food/Drive-In
C: Restaurant
E: Deli
F: Banquet
G: Pizza Parlor
H: Ice Cream/ Yogurt Parlor
I: Franchise
J: Catering
K: Other
L: Ethnic
M: Carry-Out
N: Fine Dining
O: Grill

Type Ownership-Business

- A: Corporation
- B: General Partnership
- C: Trust
- D: Individual
- E: Family
- F: Leasehold
- G: Limited Partnership
- H: Sole Proprietor
- I: Other
- J: Limited Liability Corp.

Current Owner

- A: Less than 1 Year
- B: 1-3 Years
- C: 4-6 Years
- D: 7-10 Years
- E: 11+ Years
- F: Unknown

Living Quarters

- A: None
- B: Available
- C: Possible
- D: Included
- E: Other (See Remarks)

Seating Capacity

- A: 1-10
- B: 11-20
- C: 21-30
- D: 31-40
- E: 41-50
- F: 51-75
- G: 76-100
- H: 100+
- I: None
- J: Outdoor

***Sale Price Includes**

- A: Land
- B: Building
- C: Business
- D: License/Permit
- E: Equipment
- F: Franchise Transfer Fee
- G: Patent(s)/Copyrights
- H: Trade Fixtures
- I: Trade Mark(s)
- J: Inventory
- K: Customer List
- L: Owner Will Train
- M: Franchise Rights
- N: Cov. Not to Compete
- O: Other (See Remarks)
- P: Lease Hold Interest
- Q: Phone Number
- R: Business Name
- S: Key Money/Good Will

UTILITIES & ENERGY EFFICIENT FEATURES

***Air Conditioning**

- A: Central Air
- B: Central Individual
- C: Chillers
- D: Exhaust Fan(s)
- E: Heat Pump
- F: Office Only
- G: Partial
- H: Reverse Cycle
- I: Space Pac
- J: Total
- K: Wall/Sleeve
- L: Window Unit(s)
- M: Zoned
- N: None

Electrical Service

- D: Separate Meters
- E: 0-100 Amps
- F: 101-200 Amps
- G: 201-600 Amps
- H: Over 600 Amps
- I: 120V Power
- J: 240V Power
- K: 480V Power
- L: 3 Phase
- M: Other/Unknown
- N: None

***Heat/Ventilation**

- A: Ceiling Units
- B: Central Bldg. Heat
- C: Central Heat/Indiv. Controls
- D: Electric
- E: Forced Air
- F: Gas
- G: Gravity
- H: Heat Pump
- I: Hot Water
- J: Oil
- K: Propane
- L: Radiators
- M: Solar
- N: Steam
- O: Wall Unit(s)
- U: None

Utilities to Site

- A: Electric Nearby
- B: Electric to Site
- C: Gas Nearby
- D: Gas to Site
- E: Holding Tank(s)
- F: Holding Tank Required
- G: Sanitary Sewer Nearby
- H: Sanitary Sewer to Site
- I: Septic-Mechanical
- J: Septic-Private
- K: Septic System Required
- L: Sewer-Storm Available
- M: Water-Community
- N: Water-Municipal
- O: Water Nearby
- P: Water-Private Company
- Q: Water to Site
- R: Well-Community
- S: Well-Private
- T: Well-Private Company
- U: Well Required
- V: Well-Shared
- W: None
- X: Other

***Business Pays**

- A: Air Conditioning
- B: Common Area Maintenance
- C: Electric
- E: Heat
- F: Janitorial
- G: Operating Stops
- H: Real Property Taxes
- I: Insurance
- J: Repairs & Maintenance
- K: Roof
- L: Scavenger
- M: Structure
- N: Tax Stops
- O: Water/Sewer
- P: Other
- U: Varies by Tenant
- W: Cooking Gas

HERS Index Score

Green Disclosure Y/N (Note: If Y is entered, disclosure must be uploaded against listing)

Energy/Green Building Rating Source

- A: Energy Star Homes
- B: LEED-H Certified
- C: LEED-H Silver
- D: LEED-H Gold
- E: LEED-H Platinum
- F: NAHB Bronze
- G: NAHB Silver
- H: NAHB Gold
- I: Chicago Green Homes
- O: Other

Green Features

- A: Photovoltaic/Solar System
- B: Pre-wired for PV/Solar
- C: Solar Hot Water
- D: Geothermal Heating/Cooling System
- E: Tankless hot water heater
- F: Enhanced Air Filtration
- G: Low flow commode
- H: Low flow fixtures
- I: Native/drought resistant landscaping
- J: Rainwater Collection System
- K: Green roof

FINANCIAL INFORMATION

	Annual Amount \$	*Year	*Source
*Gross Sales	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Cost of Goods Sold	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Gross Profit	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Total Operating Expenses	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Net Profit	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Adjusted Net Income	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Annual Rent for Real Estate	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Inventory	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Real Estate Taxes	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Gross Payroll	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Sales Taxes	<input type="text"/>	<input type="text"/>	<input type="text"/>

- Financial Information Source Codes:**
- BP: Broker Projection
 - AC: Actual
 - OP: Owner's Projection
 - CO: Combination

OFFICE/SALES INFORMATION

*Listing Type E-Exclusive Right to Sell; L-Exclusive Right to Lease; X-Exclusive Agency

*Agent Owned/Interest Y/N

Lock Box Type A-EasyShow; B-Sentrilock; D-Supra Blue iBox; F-Combination; G-Metal Push Button; N-None (Up to 2 selections maximum)

