

(4) Class
CI



Multiple Listing Service for
Sauk Valley Association of REALTORS®
COMMERCIAL DATA FORM

MLS # _____

All fields marked with an asterisk () and **Bold Text** are required. (Lookup / LU) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching.

*TYPE: Commercial Industrial Retail Business Only for Sale Other

*FOR SALE or RENT For Sale For Rent

Virtual Tour: _____

*IDX INCLUDE: Yes No

LISTING INFORMATION

*Asking Price \$: _____ (8) (Range Search) *Status: _____ (LU)

*List Date: ____/____/____ *Expire Date: ____/____/____

*List Agent/Office: _____ Agent Phone: _____ (15)

Contingency: _____ (LU) *Agent Owned: _____ (LU)

*Instructions _____

_____ (255)

*Directions _____

_____ (255)

*Built Prior 1978: _____ (LU) Bonus: _____ (20)

Buyers Agent: _____ (LU) *Buyers Agent Comm: _____ (8) *Buyers Agent Dual/Var Rate: _____ (LU)

Sub Agent: _____ (LU) Sub Agent Comm.: _____ (8) Sub Agent Dual/Var Rate: _____ (LU)

Non-Agent: _____ (LU) Non-Agent Comm.: _____ (8) Non-Agent Dual/Var Rate: _____ (LU)

Min. Commission: _____ (8) Lease Fee: _____ (8) Closing Company: _____ (25)

*Key Location: _____ (LU) *Exclude from the Internet: _____ (LU) New Construction: _____ (LU)

*Comments _____

_____ (4000)

PROPERTY INFORMATION

*Address: _____ St. # _____ St. Dir. _____ *Street Name _____ Unit # _____ (5)

*City: _____ (LU) *State: _____ (LU) *ZIP: _____ (LU)

County: _____ (LU)

*Owner: _____ (40) Owner Phone: _____ (15)

*MLS Area: _____ (LU) Grid #: _____ (LU)

Elementary School: _____ (LU)

Middle/Jr High School: _____ (LU)

Sr. High School: _____ (LU)

*Zoning: _____ (LU) Assessments: _____ (10)

Co-List Agent/Office: _____ Co-List Phone: _____ (10)

Assessed Value: _____ (8) Acres: _____ (Float Range)

Subdivision: _____ (20) *Parcel: _____ (20)

Longitude: _____ (15) Latitude: _____ (15)

*Lot Size: _____ (15) Frontage Ft.: _____ (Float Range) Depth Ft.: _____ (Float Range)

Section: _____ (#2) (Range) Township: _____ (#2) (Range) Range: _____ (#2) (Range)

Tax Exemptions: _____ (LU) *Tax Year: _____ (4)

*Tax Rate: _____ (Float Range) *Total Taxes: _____ (5)

*Possession: _____ (5) Abstract Location: _____ (LU)

Legal Description _____

_____ (500)

Features: select all that apply.

A. AC TYPE (REQUIRED)

- 1 ATT Attic Fan
- 2 CEI Ceiling Fan
- 3 CEN Central Air
- 4 ELE Electric
- 5 ENT Entire Bldg.
- 6 EVA Evaporator
- 7 EXH Exhaust Fan
- 8 GAS Gas
- 9 GEO Geo Thermal
- 10 HEA Heat Pump
- 11 HVAC HVAC
- 12 MIX Mixed
- 13 NON None
- 14 OFF Office Only
- 15 PAR Partial
- 16 SOL Solar
- 17 WAL Wall Unit
- 18 WHF Whole House Fan
- 19 WIN Window Units
- 20 ZON Zoned/Dual

B. AGE

- 1 L/10 10 Yr or Less
- 2 10-25 10-25 Yr
- 3 25-50 25-50 Yr
- 4 50-100 50-100 Yr
- 5 100+ 100 or More
- 6 NEW New
- 7 UNK Unknown

C. COMMERCIAL FEATURES

- 1 FOOD Food Service
- 2 LEA Lease Hold
- 3 LIQ Liquor License
- 4 OUT Outside Seating

D. DOCKS

- 1 NO No Dock
- 2 PIC Pick Up
- 3 PT Pit Dock
- 4 RAI Rail
- 5 SEM Semi

E. DOCUMENTS ON FILE

- 1 AE Aerial Photo
- 2 APP Appraisal
- 3 C&R Covenants & Restrictions
- 4 DEED Deed Restrictions
- 5 EAS Easements/Restrictions
- 6 ENV Environmental Study
- 7 FEA Feasibility Study
- 8 HOM Home Inspection
- 9 HOMW Home Warranty
- 10 LEA Lead Paint Disclosure
- 11 LEG Legal Disclosure
- 12 PER Perc Test
- 13 PES Pest Inspection
- 14 PLA Plat Map
- 15 REC Recorded Covenant
- 16 SEL Sellers Disclosure
- 17 SEP Septic Inspection
- 18 SIT Site Plan
- 19 SOI Soil Test
- 20 SUR Survey Available
- 21 TOP Topography

F. DRIVEWAY

- 1 ASP Asphalt
- 2 BRI Brick
- 3 COM Common Driveway
- 4 CON Concrete
- 5 CRR Crushed Rock
- 6 DIR Dirt
- 7 DWD Double Wide Driveway
- 8 GRA Gravel
- 9 NON None
- 10 O&G Oil & Gravel
- 11 PAV Paved
- 12 SHA Shared Driveway
- 13 TWD Triple Wide Driveway

G. ELECTRIC SERVICE

- 1 L100A Less 100 Amps
- 2 200A 100-200 Amps
- 3 400A 200-400 Amps
- 4 400A+ 400 or More
- 5 3PH 3 Phase
- 6 NO None
- 7 UNK Unknown

H. EXTERIOR (REQUIRED)

- 1 ALU Aluminum
- 2 AL/VL Aluminum/Vinyl
- 3 ASB Asbestos
- 4 ASP Asphalt
- 5 BLF Block Frame
- 6 BRI Brick
- 7 BR/CD Brick and Cedar
- 8 BRF Brick Frame
- 9 B/A Brick/Aluminum
- 10 B/S Brick/Stucco
- 11 B/V Brick/Vinyl
- 12 B/W Brick/Wood
- 13 CED Cedar
- 14 CHIG China Glaze
- 15 CON Concrete Frame
- 16 DRI Dri-vit
- 17 FRA Frame
- 18 HAR Hard Board
- 19 LOG Log
- 20 MAS Masonite
- 21 MET Metal
- 22 METF Metal Frame
- 23 PRE Pressboard
- 24 SHI Shingle
- 25 STE Steel Siding
- 26 STO Stone
- 27 ST/VL Stone/Vinyl
- 28 STU Stucco
- 29 VEN Veneer
- 30 VIN Vinyl
- 31 WOO Wood
- 32 WOOF Wood Frame
- 33 NON None
- 34 OTH Other

I. FINANCE TYPE

- 1 2ND 2nd Mortgage
- 2 ART Adjustable Rate Mortgage
- 3 ASM Assumption
- 4 BO Bank Owned
- 5 CAS Cash
- 6 CON Contract
- 7 CONV Conventional
- 8 EXC Exchange
- 9 FHL Farmer Home Loan
- 10 FHA FHA
- 11 FORE Foreclosure
- 12 GOV Government
- 13 LOA Loan Assumption
- 14 OWN Owner Finance
- 15 RUR Rural Development
- 16 SA Seller Assist
- 17 SS Short Sale
- 18 TRA Trade / Exchange
- 19 VA VA
- 20 WRAP WRAP
- 21 OTH Other

J. FLOOD (REQUIRED)

- 1 FZ Flood Zone
- 2 FZP Flood Zone Partial
- 3 NOT Insurance Not Required
- 4 REQ Insurance Required
- 5 UNK Unknown
- 6 NON None

K. FLOOR COVERINGS

- 1 CPAR Carpet - Partial
- 2 CW2W Carpet - Wall To Wall
- 3 CER Ceramic Tile
- 4 CON Concrete
- 5 HAR Hardwood
- 6 LAM Laminate
- 7 STA Slate/Stone/Brick
- 8 VIN Vinyl
- 9 WOO Wood

L. FOUNDATION

- 1 BLO Block
- 2 BRI Brick
- 3 CON Concrete
- 4 CRA Crawl
- 5 FULB Full Basement
- 6 PARB Partial Basement
- 7 PIE Pier
- 8 POU Pour
- 9 ROC Rock
- 10 SLA Slab

- 11 STO Stone
- 12 TIL Tile Block

M. FUEL TYPE (REQUIRED)

- 1 COA Coal
- 2 ELE Electric
- 3 GAS Gas
- 4 LP LP
- 5 OIL Oil
- 6 PRO Propane
- 7 SOL Solar
- 8 WOO Wood
- 9 NON None
- 10 OTH Other

N. GROUND LINE DOORS

- 1 1 One
- 2 2 Two
- 3 3 Three
- 4 4 Four
- 5 5+ Five or More
- 6 NO None
- 7 OTH Other

O. HEAT TYPE (REQUIRED)

- 1 BAS Baseboard
- 2 CEI Ceiling Electric
- 3 CEN Central
- 4 ELE Electric
- 5 FLO Floor Furnace
- 6 FOR Forced Air
- 7 GAS Gas
- 8 GEO Geo Thermal
- 9 GRA Gravity
- 10 HEA Heat Pump
- 11 HOT Hot Water
- 12 HVAC HVAC
- 13 IFH In Floor Heat
- 14 LP LP
- 15 MIX Mixed
- 16 OIL Oil
- 17 PROL Propane Leased
- 18 PROO Propane Owned
- 19 RAD Radiant
- 20 RADR Radiator
- 21 SOL Solar
- 22 SPA Space Heat
- 23 STE Steam/Hot Water
- 24 SUS Suspended
- 25 WOO Wood Auxiliary
- 26 ZON Zoned
- 27 NON None

P. INSULATION

- 1 ATT Attic
- 2 BAS Basement
- 3 SID Sidewalls
- 4 UNK Unknown

Q. LOCATION

- 1 BUS Business Park
- 2 DOW Downtown
- 3 FRE Free Standing
- 4 IND Industrial Park
- 5 INS Inside Lot
- 6 OFF Office Center
- 7 SHO Shopping Center
- 8 STR Strip Center
- 9 OTH Other

R. LOT DESCRIPTION

- 1 BLU Bluff
- 2 BSL Borders State Land
- 3 BUI Buildable Site
- 4 COR Corner Lot
- 5 CRE Creek
- 6 CROP Crop Land
- 7 CUL Cul-de-Sac
- 8 CUR Curb
- 9 FENF Fenced Full
- 10 FENP Fenced Partial
- 11 FRU Fruit Trees
- 12 HIL Hillside Property
- 13 HOR Horse Property
- 14 LAKEA Lake Access
- 15 LAKF Lake Frontage
- 16 LAKV Lake View
- 17 LEA Leased Land
- 18 LEV Level
- 19 MUL Multiple Houses
- 20 POND Pond

**Multiple Listing Service for
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**(4) Class
CI**

- 21 LAN Professional Landscaping
- 22 RIV River Frontage
- 23 ROL Rolling Property
- 24 RUR Rural
- 25 SAN Sand Beach
- 26 SEC Secluded
- 27 SHP Second Home on Property
- 28 SID Sidewalk
- 29 SLO Sloping
- 30 SOP Stream on Property
- 31 STL Street Light
- 32 SUNK Sunken
- 33 TIM Timber
- 34 TRE Trees
- 35 VAL Valley View
- 36 VIEWC View - City
- 37 VIEWG View - Golf Course
- 38 VIEWW View - Water
- 39 WAT Waterfront
- 40 WATL Water Ski Lake
- 41 WL Wet Lands
- 42 WOOD Wooded

S. OCCUPANCY

- 1 CLA Call Listing Agent
- 2 CLO Call Listing Office
- 3 OWN Owner
- 4 TEN Tenant
- 5 VAC Vacant

T. PARKING

- 1 1-5 1-5 Spaces
- 2 5-10 5-10 Spaces
- 3 10-20 10-20 Spaces
- 4 20-50 20-50 Spaces
- 5 50+ 50 or More Spaces
- 6 GRA Gravel
- 7 NOP No Parking
- 8 OFF Off Site
- 9 PARA Parking Area
- 10 PARG Parking Garage
- 11 PARS Parking Spaces
- 12 PAVV Paved
- 13 STR Street Parking

U. PARKING SURFACE

- 1 BLA Black Top
- 2 GRA Gravel
- 3 PAV Paved

V. POSSESSION

- 1 3-7D 3-7 Days After
- 2 30D 30 Days
- 3 45D 45 Days
- 4 60D 60 Days
- 5 90D 90 Days
- 6 AGR Agreed
- 7 ATC At Closing
- 8 IMM Immediate
- 9 NEG Negotiable

W. PROPERTY FEATURES (REQUIRED)

- 1 SEC Alarm Security System
- 2 BAR Barn
- 3 BDK Boat Dock
- 4 CH Club House
- 5 CT Commuter Train
- 6 DOG Dog Run
- 7 GOL Golf
- 8 HORO Horses Allowed
- 9 INA In Law Addition
- 10 INT Interstate Access
- 11 PAR Park
- 12 PLAY Playground
- 13 POL Pole Building
- 14 POOC Pool - Community
- 15 PRI Privacy Fence
- 16 REA Recreational Path
- 17 RV RV Parking
- 18 SECG Security Gate
- 19 SNO Snow Removal
- 20 SPR Sprinkler System
- 21 STA Stables
- 22 STO Storage Shed
- 23 TRA Trash Service
- 24 NON None

X. PUBLIC RESTROOMS

- 1 1 One

- 2 2 Two
- 3 3 3 - 5
- 4 6-10 6-10
- 5 11-20 11-20
- 6 21+ 21+
- 7 HAN Handicap Access
- 8 NO None

Y. RENTAL INFORMATION

- 1 ELE Electric
- 2 GAS Gas
- 3 HEA Heat
- 4 HOT Hot Water
- 5 JAN Janitorial
- 6 SEC Security
- 7 TPI Tenant Pays Insurance
- 8 TPT Tenant Pays Taxes
- 9 TPW Tenant Pays Water
- 10 TRA Trash Removal

Z. ROAD FRONTAGE

- 1 ALC Alley Access
- 2 CIR Circle Drive
- 3 C/T City/Town
- 4 C/CR County/City Road
- 5 DIR Dirt
- 6 EAS Easement
- 7 GRA Gravel
- 8 HSR Hard Surface Road
- 9 INT Interstate Service
- 10 OBL On Bus Line
- 11 OPR On Private Road
- 12 PRF Paved Road Frontage
- 13 PUB Public Bus
- 14 SBS School Bus
- 15 STH State Highway
- 16 STR State Road
- 17 UNI Unimproved
- 18 USH US Highway

ZA. ROOF TYPE (REQUIRED)

- 1 ARC Architectural Shingles
- 2 ASP Asphalt
- 3 BUI Built-Up
- 4 CEM Cement Asbestos
- 5 COM Composition
- 6 CON Concrete
- 7 COP Copper
- 8 FIB Fiberglass
- 9 FLA Flat
- 10 GRA Gravel
- 11 MET Metal
- 12 PLA Plastic
- 13 ROC Rock
- 14 ROL Rolled
- 15 RUB Rubber
- 16 SHA Shake
- 17 SHI Shingles
- 18 SLA Slate
- 19 STE Steel
- 20 TAR Tar
- 21 TIL Tile
- 22 TIN Tin
- 23 WSHA Wood
- 24 NA NA
- 25 NON None
- 26 OTH Other

ZB. SALE INCLUDES (REQUIRED)

- 1 B&L Building & Land
- 2 BBL Building/Bus/Land
- 3 EQU Equipment Included
- 4 INV Inventory Included
- 5 OTH Other Included

ZC. SEWER TYPE (REQUIRED)

- 1 COM Community Septic
- 2 COMS Community System
- 3 LEA Leach Field
- 4 MECH Mechanical
- 5 NTI Need to Install
- 6 NS No Sewer
- 7 PRI Private Septic
- 8 PUB Public Sewer
- 9 SEP Septic Tank
- 10 STO Storm Sewer
- 11 SWRC SWR Conn
- 12 SWRP SWR Property Line

MLS #

- 13 TANK Tank
- 14 OTH Other

ZD. SHOWING INSTRUCTIONS

- 1 24HR 24 Hour Notice
- 2 ABH After Business Hours
- 3 BUS Business Hours Only
- 4 APPT By Appointment
- 5 CLA Call List Agent
- 6 CLO Call List Office
- 7 CAUA Caution Alarm
- 8 CAUP Caution Pet
- 9 KAO Key at Office
- 10 LOCK Lockbox
- 11 MEAN Mean Animal
- 12 SPEC Special Hours
- 13 UND Under Construction
- 14 VAC Vacant

ZE. SPECIAL FEATURE

- 1 FRA Franchise
- 2 HIS Historical
- 3 NO None
- 4 OHT Other

ZF. SQUARE FEET

- 1 2K Under 2,000 SqFt
- 2 5K 2,000-5,000 SqFt
- 3 10K 5,000-10,000 SqFt
- 4 20K 10,000-20,000 SqFt
- 5 50K 20,000-50,000 SqFt
- 6 100K 50,000-100,000 SqFt
- 7 200K 100,000-200,000 SqFt
- 8 200K+ 200,000+ SqFt

ZG. TERMS

- 1 ASM Assumption
- 2 CAS Cash
- 3 CON Contract
- 4 EXC Exchange
- 5 FIN Financed
- 6 LEA Lease
- 7 PRI Private Contract
- 8 RTO Rent to Own
- 9 SAL Sale/Lease Back
- 10 SEL Sell in Entirety
- 11 WIL Will Divide

ZH. UNDERGROUND TANKS

- 1 NOT Not on Premises
- 2 REM Removed
- 3 UNK Unknown

ZI. UTILITIES AVAILABLE

- 1 CTV Cable TV
- 2 CTVA Cable TV Available
- 3 COMS Community Septic
- 4 COMW Community Well
- 5 ELE Electricity
- 6 NAT Natural Gas
- 7 PROO Propane-Owned
- 8 PROR Propane-Rented
- 9 RAI RAI
- 10 RUR Rural Water
- 11 SEP Septic
- 12 SEW Sewer
- 13 TEL Telephone
- 14 UNG Underground Utilities
- 15 WATC Water-City
- 16 WATR Water-Rural
- 17 WELC Well-Community
- 18 WELP Well-Private

ZJ. WATER TYPE (REQUIRED)

- 1 ART Artesian Well
- 2 CIT City
- 3 COM Community
- 4 PRIV Private Well
- 5 SHAW Shared Well
- 6 WPL Water Property Line
- 7 WTS Water to Site
- 8 WELD Well - Drill
- 9 WELN Well - Need Drill
- 10 WHE Water Heater - Electric
- 11 WHG Water Heater - Gas
- 12 WHS Water Heater - Solar
- 13 NON None