

**\* Means Required Information**

\*Broker Load (Y or N) ☐

\*ML#

<b>LOCATION</b>	Street #:	<input type="text"/>	Street Dir:	<input type="text"/>	*Street Name:	<input type="text"/>	
	St Suffix:	<input type="text"/>	*Town:	<input type="text"/>	*Zone:	<input type="text"/>	
	Zip + 4:	<input type="text"/>	Unit #	<input type="text"/>	Sec/ Area:	<input type="text"/>	
	Cross St:	<input type="text"/>	School District Name:	<input type="text"/>			
	School District #:	<input type="text"/>	District:	<input type="text"/>	Section:	<input type="text"/>	
	Block:	<input type="text"/>					
	Lot:	<input type="text"/>	*Waterfront (Y or N):	<input type="text"/>	Waterfront Desc.:	<input type="text"/>	
				*Waterview (Y or N):	<input type="text"/>	Corner Property (Y or N):	<input type="text"/>
<b>PRICE &amp; DATES</b>	*Listing Price: <input type="text"/>						
	*Listing Date: <input type="text"/>		*Exp Date: <input type="text"/>				
<b>PROPERTY DESCRIPTION</b>	*TYPE OF SALE (OR RENTAL) (Please Check One): Property <input type="checkbox"/> Business <input type="checkbox"/> Property + Business <input type="checkbox"/>						
	Business + Office <input type="checkbox"/> INC Prop <input type="checkbox"/> Store Front <input type="checkbox"/> Office <input type="checkbox"/> Store <input type="checkbox"/>						
	*PROPERTY TYPE (Please Check One): Apt House <input type="checkbox"/> Industrial Bldg. <input type="checkbox"/> Shop Center <input type="checkbox"/> Free Standing Building <input type="checkbox"/>						
	Warehouse <input type="checkbox"/> Office Building <input type="checkbox"/> Store <input type="checkbox"/> Small Stores <input type="checkbox"/> Office <input type="checkbox"/> Misc. <input type="checkbox"/>						
	*Sale or Rent (S or R): <input type="checkbox"/> # Units: <input type="text"/> Cash Down: <input type="text"/> Rent Per Square Foot: <input type="text"/>						
	Approx Interior Square Footage: <input type="text"/>						
<b>INCOME/EXPENSES</b>	<b>ANNUAL INCOME</b>			<b>ANNUAL EXPENSE</b>			
	DESC	<input type="text"/>	INC \$	<input type="text"/>	RENT	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	FUEL	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	ELEC	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	MAINT/REP	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	INSUR	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	PAYROLL	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	*TAXES	<input type="text"/>	
	DESC	<input type="text"/>	INC \$	<input type="text"/>	ADD'L VILLAGE TAXES	<input type="text"/>	
					MISC	<input type="text"/>	
				TOTAL EXP \$	<input type="text"/>		
				NET INCOME \$	<input type="text"/>		
<b>BUSINESS DESCRIPTION:</b>	Business Type:		<input type="text"/>	DBA:		<input type="text"/>	
	Business Age:	<input type="text"/>	Lease Years:	<input type="text"/>	Parking Spaces at Building:	<input type="text"/>	
	Inventory:	<input type="text"/>	Inventory Included (Y or N):	<input type="text"/>	Leasehold Improvements:	<input type="text"/>	
	Fixtures & Equipment:	<input type="text"/>	Gross Profit:	<input type="text"/>			
<b>BUILDING DESCRIPTION:</b>	Zoning:		<input type="text"/>	Office %:	<input type="text"/>	Vacancy %:	<input type="text"/>
	Construction:	<input type="text"/>	Floor Load:	<input type="text"/>	Amps:	<input type="text"/>	
	Lot Size:	<input type="text"/>	*Lot Sq Footage:	<input type="text"/>	Ceiling Height:	<input type="text"/>	
	Sprinklers (Y or N):	<input type="text"/>	Loading Dock (Y or N):	<input type="text"/>	Parking Spaces:	<input type="text"/>	
	Approx. Year Built:	<input type="text"/>	Stories:	<input type="text"/>			
	*A/C:	<input type="text"/>	Building Size:	<input type="text"/>	Handicap Access (Y or N):	<input type="text"/>	
	Handicap Access Desc.:		<input type="text"/>				
	Green Features Desc.:		<input type="text"/>				
	Green Features (Y or N):		<input type="text"/>				

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FINANCE

Assumable Mtg 1:      Assumable Mtg 2:      Proposed Mortgage:     

1st Assum %:      2nd Assum %:      3rd Assum %:     

Monthly Payment 1:      Monthly Payment 2:      Monthly Payment 3:     

Bank-Pvt-Seller 1:      Bank-Pvt-Seller 2:      Bank-Pvt-Seller 3:     

Maturity Date 1:      Maturity Date 2:     

Maturity Date 3:     

OWNER/BROKER

\*Owner:      \*Status / Showing #:     

\*Broker/Agent Owned      \*Seller Agency Comp.      \*Buyer Agency Comp.     

\*Broker Agency Comp.      \*Comp Paid By      \*Renting Broker Comp.     

(for rental - Tenant pays)      (For Rental)      (for rental - Landlord pays)

\*Listing Broker Comp.      Agency: (Enter A if Agency)      \*Exclusions (Y or N)      \*Negotiate Direct (Y or N)     

Agency Offered (For Rental):      Occupancy:     

Show Instructions:      Lockbox (Y or N):     

REMARKS/MISC

Remarks:     

\*Directions:     

Property Desc:     

(No Contact Info, Status, Etc.)

Personal Property Exclusions:     

\*Supersedes (Y or N):      Supersedes ML#:      \*REO (Y or N) :      \*Short Sale (Y or N)     

AGREEMENT

Seller agrees to deliver goods and insurable title, free of all incumbrances except as stated above.

TO     

(Name of Listing Realtor)

IN CONSIDERATION of the use of the services and facilities of your office and your agreement to file the information concerning the property described above with Realtors participating in the Multiple Listing Service of Long Island, Inc., the undersigned owner grants you the sole and exclusive right for a period of      months, from the date hereof, expiring at midnight on     , 20     

(FOR RENTAL, FILL IN 2 & 3. FOR SALE, FILL IN 1)

1. To sell the said property, known as:     

No.     

PRICE to be     

(\$      ) Dollars upon the terms set forth above or any other price or terms to which undersigned owner may consent.

The undersigned owner hereby agrees to pay you or the participating selling Realtor a \*commission of      % of the sale price in the event that the property or any portion thereof is sold or exchanged by you, by me, or by any other person or broker during the term of this contract or to any one with whom you or a participating Realtor have had negotiations during the term of this contract. Owner will pay \$      as a mortgage replacement fee.

2. To rent or lease the above described premises known as     

The annual rent to be \$      or such other rent as may be agreed upon between the owner and the tenant.

The undersigned owner hereby agrees to pay you or the participating renting Realtor a commission of      % of the annual rent for the first year of the term of any tenancy in the event that the above property, or any portion thereof, is rented or leased by you, by the owner or by any other person or broker during the term of this contract or to anyone with whom you or a Realtor

RENTAL

3. \*

SALE AND RENTAL

participant in the Multiple Listing Service of Long Island, Inc. have had negotiations during the term of this contract.

(Set forth additional terms of compensation, if any)

It is understood that the undersigned owner is not to employ any other broker for the purposes above stated during the term of this Contract or to personally sell or rent all or any part thereof. This agreement may not be changed orally. Any participant in the MLS IS/IS NOT authorized to negotiate directly with the owner for the showing and selling of the listed property.

**I/WE HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT**

Owner     

Owner      (Signature of Owner)

Address      (Signature of Owner)

Phone Res      Other Ph #     

Listing Agent     

Co-Agent     

Labor Mem #      Ph #     

I accept the foregoing and, in consideration thereof, agree to register the above mentioned property for sale with the Multiple Listing Service of Long Island, Inc.

DATE      Office Name     

By:     

The Owner(s) and the Broker understand that they must market the property in accordance with federal, state and local laws concerning discrimination in housing.