

(6) CLASS
CM



Park City Board of REALTORS®
MLS Data Form (Form B)
Commercial Data Input Form

*MLS #: _____

All fields marked with an asterisk () and **Bold Text** are required. Fields marked with (†) and **Bold Text** required only for Commercial Lease. (Lookup) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching. A signed copy of this form must be provided to the Park City MLS upon request from the Park City MLS. †Disability features may not meet ADA requirements. Buyer verification required.

*TYPE <input type="checkbox"/> Commercial Sale <input type="checkbox"/> Commercial Lease	*Area: _____ (Lookup)
*STATUS <input type="checkbox"/> Active <input type="checkbox"/> Not Passed by Broker <input type="checkbox"/> Credit Only	*Address: _____ (Lookup) <small>*St. # St. Dir. *Street Name/Type</small>
*FOR SALE OR LEASE <input type="checkbox"/> For Sale <input type="checkbox"/> For Lease	Suite#: _____ Floor#: _____ *Address City: _____ (Lookup) *Address State: _____ (2) *Address ZIP+4: _____ * County: _____ (Lookup)
*INTERNET/IDX <input type="checkbox"/> Yes (PCBR Approved Vendors) <input type="checkbox"/> No	*Zoning: _____ Commercial Lot: _____ Commercial Block: _____ Commercial Plat: _____ Building Name: _____ (25) Property Type: _____ (Lookup) Legal Description: _____ (75)

LISTING INFO	*Date Listing Effective: ____/____/____ *Date Expire: ____/____/____ * Price List: \$ _____
	Special Seller Circumstances: _____ (Lookup)
	Listing Agent ID: _____ (10) *Listing Agent Name: _____ (25)
	Listing Office ID: _____ (10) *Listing Office Name: _____ (25)
	Listing Co-Agent ID: _____ (10) Listing Co-Agent Name: _____ (25)
	Listing Co-Office ID: _____ (10) Listing Co-Office Name: _____ (25)
	Owner Name: _____ (55) *Owner Agent(Y/N): ____ (1)
	*Exempted Prospects (Y/N): ____ (1) Exempted Prospects: _____ (100)

OFFICE	*Bonus-Selling Office (Y/N): ____ (1) Bonus Amount: \$ _____ (8) *Buyer Agency Commission (\$ amt or %): _____ (8)
	*Listing Type: _____ (Lookup)

GENERAL INFORMATION	*Tax ID: _____ (40) *Taxes: \$ _____ (8) *Tax Year: _____ (4)
	Tax ID 2: _____ (40) Tax ID3: _____ (100)
	*Construction New (Y/N): ____ (1) Construction Status: _____ (Lookup) Date Proposed Completion: ____/____/____
	Year Built: _____ (4) Year Remodeled: _____ (4) Lot Size Sq Ft: _____ (10) * Acres: _____ (8) (Range)
	Acres Lot Dimensions: _____ () SqFt. Building Total: _____ (10) SqFt. Office Space : _____ (10)
	SqFt.. Warehouse Space: _____ (10) *SqFt Source: _____ (Lookup)
	Parking Spaces Total #: _____ (10) Parking Spaces Assigned #: _____ (10) Date Possession: _____ ()
	Gross Scheduled Income \$: _____ (10) Gross Operating Income \$: _____ (10) Gross Annual Expenses \$: _____ (10)
	Net Operating Income \$: _____ (10) (Cap Rate auto-calculated)
	*Price CAM per SqFt.(Y/N): ____ (1) Monthly CAM \$: _____ (10) \$ CAM SqFt - Year: _____ (10)
	Contact Name: _____ (25) Contact Phone 1: _____ (15) Contact Phone 2: _____ (15)

The undersigned hereby warrants the information contained hereon (Pages 1-4) to be correct and acknowledges receipt of complete copies of this document (Form B) and the listing contract and agency disclosure (Form A).

Owner's Signature _____ Owner's Signature _____

This is a legally binding form, if not understood, seek competent advice.
Approved Form Park City Board of REALTORS®

Version 1a Page 1 of 4



FEATURES Under each category given select all numbers that apply.

A. *TERMS

- 1. Assumable
- 2. Cash
- 3. Conventional
- 4. Exchange/Trade
- 5. Government Loan
- 6. Lease Option
- 7. Lease Purchase
- 8. Owner Finance
- 9. 2nd Trust Deed
- 10. Other/See Remarks

B. *BUSINESS TYPE

- 1. Agricultural
- 2. Automotive
- 3. Business Opportunity
- 4. Hotel/Motel
- 5. Industrial
- 6. Manufacturing
- 7. Professional/Office
- 8. Recreational
- 9. Restaurant/Tavern/Bar
- 10. Retail
- 11. Wholesale
- 12. Other/See Remarks
- 13. None

C. *PROPERTY TYPE

- 1. Hotel/Motel
- 2. Industrial
- 3. Mixed Use
- 4. Office
- 5. Restaurant
- 6. Retail
- 7. Other/See Remarks
- 8. None

D. *SALE INCLUDES

- 1. Building
- 2. Business
- 3. Commercial Condo
- 4. Equipment
- 5. Furniture & Fixtures
- 6. Inventory
- 7. Land
- 8. Other/See Remarks

E. *BUILDING STYLE

- 1. Contemporary
- 2. Fixer-Upper
- 3. Historical
- 4. Multi-Story
- 5. One Story
- 6. Remodeled/Restored
- 7. Traditional
- 8. Other/See Remarks
- 9. None

F. *EXTERIOR

- 1. Aluminum/Steel
- 2. Abestos
- 3. Block
- 4. Brick
- 5. Brick Veneer
- 6. Cast Stone
- 7. Frame/Metal
- 8. Frame/Wood
- 9. Log
- 10. Metal Siding
- 11. No Value in Building
- 12. Poured Concrete
- 13. Rock/Stone
- 14. Shingle
- 15. Steel
- 16. Stucco
- 17. Tilt Up
- 18. Vinyl Siding
- 19. Wood Siding
- 20. Other/See Remarks
- 21. None

G. *FOUNDATION

- 1. Cinder Block
- 2. Concrete
- 3. Concrete Slab
- 4. Crawl Space
- 5. Other/See Remarks
- 6. None

H. *ROOF

- 1. Asphalt
- 2. Composition
- 3. Copper
- 4. Flat
- 5. Metal
- 6. Shingle
- 7. Slate
- 8. Tar & Gravel
- 9. Tile
- 10. Wood Shake
- 11. Other/See Remarks
- 12. None

I. *UTILITIES

- 1. Cable TV Available
- 2. Electricity-Common
- 3. Electricity-Separate
- 4. 220 Volt Power 2 Phase
- 5. 220 Volt Power 3 Phase
- 6. 440 Volt Power 2 Phase
- 7. 440 Volt Power 3 Phase
- 8. Single Phase Wiring
- 9. Three Phase Wiring
- 10. Internet - High Speed
- 11. Natural Gas-Common
- 12. Natural Gas-Separate
- 13. Telephone
- 14. Telephone-Multiple Lines
- 15. Other/See Remarks
- 16. None

J. TRANSPORTATION

- 1. Bus Service
- 2. Curb & Gutter
- 3. Freeway Exit
- 4. Rail Dock
- 5. Road-Paved
- 6. Road-Unpaved
- 7. Roll Curb
- 8. Sidewalk
- 9. Other/See Remarks
- 10. None

K. *WATER/SEWAGE

- 1. Culinary - City
- 2. Culinary - County
- 3. Culinary - Private
- 4. Culinary - Well
- 5. Septic
- 6. Sewer
- 7. Other/See Remarks
- 8. None

L. *HEATING/COOLING

- 1. AC/Central
- 2. Baseboard
- 3. Ceiling
- 4. Electric
- 5. Evaporative Cooler
- 6. Forced Air
- 7. Heat Pump
- 8. Hot Water/Steam
- 9. Natural Gas
- 10. Radiant Heat - Floor
- 11. Solar
- 12. Zoned
- 13. Other/See Remarks
- 14. None

M. *EQUIPMENT

- 1. Air Purifier
- 2. Computer Network - Prewired
- 3. Fire Pressure System
- 4. Humidifier
- 5. Intercom
- 6. Security System
- 7. Smoke Alarm
- 8. Water Heater-Electric
- 9. Water Heater-Gas
- 10. Water Purifier
- 11. Water Softener; Owned
- 12. Water Softener; Rented
- 13. Other/See Remarks
- 14. None

N. *PARKING TYPE

- 1. Common-Assigned
- 2. Common-Unassigned
- 3. Covered Parking
- 4. Guest Parking
- 5. Private-Assigned
- 6. Private-Unassigned
- 7. Street
- 8. Underground
- 9. Other/See Remarks
- 10. None

O. FEATURES

- 1. Conference Room
- 2. Easy Highway Access
- 3. Elevator
- 4. Employee Lockers/ Shower
- 5. Fire Sprinklers
- 6. Handicap Access
- 7. High Traffic Count
- 8. High Visibility
- 9. Restrooms-Private
- 10. Restrooms-Public
- 11. Security Entrance
- 12. Security Service
- 13. Other/See Remarks
- 14. None

P. *INCLUDED IN CAM

- 1. Common Area Maintenance
- 2. Electric
- 3. Heat
- 4. HOA Dues
- 5. Insurance
- 6. Internet-High Speed
- 7. Janitorial Services
- 8. Maint/Repairs Exterior
- 9. Maint/Repairs Interior
- 10. Sewer
- 11. Snow Removal
- 12. Taxes
- 13. Trash/Rubbish Removal
- 14. Water
- 15. Other/See Remarks
- 16. None

Q. *DISABILITY FEATURES¹

- 1. ADA Accessible
- 2. Bath
- 3. Doors
- 4. Kitchen
- 5. Light Switches
- 6. Stair Lift
- 7. Wheel Chair Ramp(s)
- 8. Other/See Remarks
- 9. None

The undersigned hereby warrants the information contained hereon (Pages 1-4) to be correct and acknowledges receipt of complete copies of this document (Form B) and the listing contract and agency disclosure (Form A).

Owner's Signature _____

Owner's Signature _____

This is a legally binding form, if not understood, seek competent advice.
Approved Form Park City Board of REALTORS®

(6) CLASS
CM



Park City Board of REALTORS®
MLS Data Form (Form B)
Commercial Data Input Form

*MLS #: _____

R. OWN/LAND PAYS

- 1. Common Area Maint
- 2. Electric
- 3. Heat
- 4. HOA Dues
- 5. Insurance
- 6. Janitorial Services
- 7. Maint/Repairs Exterior
- 8. Maint/Repairs Interior
- 9. Sewer
- 10. Snow Removal
- 11. Taxes
- 12. Trash/Rubbish Removal
- 13. Water
- 14. Other/See Remarks
- 15. None

S. *SHOWING INST

- 1. Alarm
- 2. Appointment Necessary
- 3. Call List Agent
- 4. Call Management
- 5. Call Owner
- 6. Call Tenant
- 7. Key Box
- 8. Key in Listing Office
- 9. Leave Message/Show
- 10. Occasional Use
- 11. Special KeyBox Code Required (CBS Code)
- 12. Under Construction
- 13. 24 Hour Notice Appreciated
- 14. 24 Hour Notice Required
- 15. Other/See Confidential Remarks
- 16. None

T. DISCLOSURES /

DOCUMENTS ON FILE

- 1. Appraisal
- 2. Assoc. Minutes/Budget
- 3. CC&Rs
- 4. Environmental/Phase1
- 5. Environmental/Phase2
- 6. Financials
- 7. First Right of Refusal
- 8. Floor Plans
- 9. In Flood Plain
- 10. Leases
- 11. License(s)
- 12. Mold
- 13. P.C. Landscaping Addendum
- 14. Permits
- 15. Plat Maps
- 16. Preliminary Title Report
- 17. Rental Revenue Report
- 18. Sellers Property Disclosure
- 19. Soil Tests
- 20. Survey
- 21. Tax Returns
- 22. Warranties
- 23. Water Rights/Shares
- 24. Wetland/Hydrology Rpt
- 25. Other/See Remarks
- 26. None

The undersigned hereby warrants the information contained hereon (Pages 1-4) to be correct and acknowledges receipt of complete copies of this document (Form B) and the listing contract and agency disclosure (Form A).

Owner's Signature _____ Owner's Signature _____

This is a legally binding form, if not understood, seek competent advice.
Approved Form Park City Board of REALTORS®