

Property Type
Commercial

MLS OF GREATER CINCINNATI, INC.

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Revised: 8/01/2024



* Denotes Required Features

*County: _____ Tax ID # _____

*Listing Off ID # _____ *List Agent ID # _____ (name)

Co-Listing Off ID # _____ Co-List Agent ID # _____ (name)
(Co-Listing Office / Agent must be a member of MLS)

*Property Sub-Type (☑ one):
 Retail Warehouse
 Office Manufacturing
 Commercial Investment
 Industrial Business Opportunity
*Area: _____ *SIC Code: _____

*St #: _____ Dir: _____ *Street Name _____ Suffix: _____ Post Dir: _____ Unit: _____
(A, B, etc ↑) (N E S W) (Rd Ave St, etc) (N E S W) (or Lot #)

*City/Municipality: _____ *Zip: _____ *Note: Physical Property Address as verified by the Auditor

Cross Street (nearest intersection): _____

*↓ Showing Instruction (☑ only one) ↓
 Use Schedule a Showing Link Call Listing Office
 Call Appointment Center Call Listing Agent
 Call Seller/Tenant
*Optional Showing Instructions (☑ up to Two) ↓
 Under Contract; Accepting Back-up Offers Combination Lock Box
 Electronic Lock Box Keys at Office
 Vacant, Lock Box Agent Must be Present for Showing

Showing Instr: _____
*Note: Use Listing Comments & ShowingAssist Addendum for ShowingAssist Instructions.

Public Transportation: _____

*Price: \$ _____ *Auction: Yes No ↓
Note: If Yes, Enter Price = 0 & Enter Type → *Auction Type ↓
 Absolute Reserve

* Agreement Type (☑ only one) ↓
 ER: Exclusive Right EA: Exclusive Agency
 ERV: ER Variable Rate EAV: EA Variable Rate
 BE: Buyers Exclusion
 BEV: BE Variable Rate
* Limited Service Listing ↓
 Yes No
*Note: If Yes, use Agent Remarks to disclose limited services.

*Internet ↓ *Show Address on Internet ↓ *Allow Public Blogging on Internet ↓ *Allow AVM on Internet ↓
 Yes No Yes No Yes No Yes No
(Automated Valuation Model)
(this listing only) *Primary: Photo Supplied
 Photo To Be Built Logo
 Sketch/Plat Supplied
 Under Construction Logo
must be supplied within 5 business days of the entry date.

Acreage (Lot Size): _____ *Age: _____ * Enter 0 & ☑ one if age is: New (New, Under Const or To Be Built)
(# of Acres) (# of Years) Unknown
(Search Hint: Check "☑ Include 0 Acres" to include listings where Acreage was left "blank" in the results.) (Search Hint: To search for "newer" properties, enter an age range in years and check "☑ New" to include all possible listings in the results.)

*List Date: ____/____/____ *Expiration Date: ____/____/____ Occupant: _____
or Owner ↑ Name

*Property Ownership: Consumer Lender Owned (REO, F-MAE, F-MAC) *Short Sale ↓ *Third Party Approval Required ↓
 Builder/Developer Government (HUD, VA) Yes No Yes No
(☑ one) Corporate Estate/Trust

*New Construction: Yes No *Degree Complete: (☑ one) Existing Structure ↓ For New Construction Only ↓
 Renovation Drywall Complete Under Roof
 Foundation To Be Built

Township: _____ Subdivision: _____
Other Tax ID#(s): _____ *Assessment Amt (Annual): _____
*Annual-Taxes: _____ *Tax Rate: _____

Marketing Remarks:

*Note: 350 Characters. Use Picture Descriptions for extended Marketing Remarks. (1,000 Characters per Picture)
* No form of agent, broker or seller promotion or contact information permitted in Marketing Remarks; use Agent Remarks. ↓

Agent Remarks:

*Note: 250 Characters

*Directions: _____

*Note: 105 Characters

*Total Buildings (# of): _____ Total Restrooms (# of): _____ *Lot Dim: _____ (40X100 or Descp)
Frontage: _____ EQD: _____ Bay Size: _____
(Environmental Quality District)
Docks (# of): _____ Floor Loading: _____ Ceiling Height: _____
Electric Power: _____ Amount Onsite Parking: _____ Traffic Count: _____
(220 Volt, 440 Volt, 3 Phase, Other)
Plans Available : Yes No Rail Service Avail : Yes No

Estimated Sq Ft / Numbers Only		Annual	Current Amounts Only
Office : _____	(Gross Income Past 12 mos.)	Gross Income	\$ _____
Retail : _____	(% Vacancy X Gross Income)	Vacancy	\$ _____
Sales : _____		Taxes (annual)	\$ _____
Rentable : _____		Insurance	\$ _____
Warehouse : _____		Gas and Electric	\$ _____
Net Leasable Area : _____		Water and Sewer	\$ _____
Gross Building Area : _____		Waste Removal	\$ _____
Price per Sq Ft		Maintenance	\$ _____
Office \$ _____		Other Expense	\$ _____
Other \$ _____	(Gross Income, Less Total Expenses)	Net Operating Income	\$ _____

Fixtures Description : _____
Equipment Description : _____
Tanks/Pump Description : _____
Truck Doors Description : _____
Inventory Description ↓

*Lease Only: Yes No (Other than rent amounts - Example: Length of current leases, etc.)

Lease Info _____
Net Income \$ _____ **Gross Income \$** _____

For Sale
Value of Assets \$ _____ **Yearly Rent Amt \$** _____
Type Business (one):
 Retail Manufacturing Food Soft Goods Real Estate (one):
 Wholesale Franchise Beverage Hard Goods Rent Only Lease Option
 Service Other Liquor Other Optional See Remarks
 Restaurant Fast Food MLS Separate Listing

Price Includes: _____ **License Includes:** _____

Public Transp: _____

↓ **Required Features** ↓

*Levels (<input checked="" type="checkbox"/> one): <input type="checkbox"/> 1 Story <input type="checkbox"/> 3 Story <input type="checkbox"/> 1.5 Story <input type="checkbox"/> 4 Story <input type="checkbox"/> 2 Story <input type="checkbox"/> 5+ Story <input type="checkbox"/> N/A	*BSMT (<input checked="" type="checkbox"/> one): (Basement) <input type="checkbox"/> Full <input type="checkbox"/> Crawl <input type="checkbox"/> Part <input type="checkbox"/> None <input type="checkbox"/> N/A	*Foundation (<input checked="" type="checkbox"/> one): <input type="checkbox"/> Poured <input type="checkbox"/> Slab <input type="checkbox"/> Block <input type="checkbox"/> Wood <input type="checkbox"/> Stone <input type="checkbox"/> N/A	*Flooring (<input checked="" type="checkbox"/> up to two): <input type="checkbox"/> Wood <input type="checkbox"/> Brick <input type="checkbox"/> Concrete <input type="checkbox"/> Vinyl <input type="checkbox"/> Tile <input type="checkbox"/> Carpet <input type="checkbox"/> N/A
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*Gas (<input checked="" type="checkbox"/> one): <input type="checkbox"/> Natural <input type="checkbox"/> None <input type="checkbox"/> Propane <input type="checkbox"/> N/A <input type="checkbox"/> At Street	*Water Source (<input checked="" type="checkbox"/> one): <input type="checkbox"/> Public <input type="checkbox"/> Well <input type="checkbox"/> Private <input type="checkbox"/> None <input type="checkbox"/> Cistern <input type="checkbox"/> N/A <input type="checkbox"/> At Street	*Sewer (<input checked="" type="checkbox"/> one): <input type="checkbox"/> Public <input type="checkbox"/> Aerobic <input type="checkbox"/> Private <input type="checkbox"/> Storm <input type="checkbox"/> Septic <input type="checkbox"/> None <input type="checkbox"/> N/A	*Easements (<input checked="" type="checkbox"/> up to two): <input type="checkbox"/> Of Record <input type="checkbox"/> Railroad <input type="checkbox"/> Sewer <input type="checkbox"/> Water <input type="checkbox"/> Drive <input type="checkbox"/> Electric <input type="checkbox"/> Road <input type="checkbox"/> None <input type="checkbox"/> Pipe <input type="checkbox"/> N/A
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*Occupancy (<input checked="" type="checkbox"/> one): <input type="checkbox"/> At Closing <input type="checkbox"/> Immediate <input type="checkbox"/> 30 Days <input type="checkbox"/> Negotiable <input type="checkbox"/> 60 Days <input type="checkbox"/> Tenant Right <input type="checkbox"/> 90 Days	*Construction (<input checked="" type="checkbox"/> up to two): <input type="checkbox"/> Brick <input type="checkbox"/> Shingle <input type="checkbox"/> Wood <input type="checkbox"/> Stucco <input type="checkbox"/> Aluminium <input type="checkbox"/> Block <input type="checkbox"/> Cedar <input type="checkbox"/> Metal <input type="checkbox"/> Vinyl <input type="checkbox"/> Concrete <input type="checkbox"/> Stone <input type="checkbox"/> Glass <input type="checkbox"/> N/A	*Roof (<input checked="" type="checkbox"/> up to two): <input type="checkbox"/> Shingle <input type="checkbox"/> Asbestos <input type="checkbox"/> Metal <input type="checkbox"/> Built-Up <input type="checkbox"/> Slate <input type="checkbox"/> Composition <input type="checkbox"/> Wood Shingle <input type="checkbox"/> Rolled <input type="checkbox"/> Tile <input type="checkbox"/> Membrane <input type="checkbox"/> Tar <input type="checkbox"/> N/A <input type="checkbox"/> Gravel	
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*Heating (<input checked="" type="checkbox"/> up to three): <input type="checkbox"/> Gas <input type="checkbox"/> Steam <input type="checkbox"/> Elec <input type="checkbox"/> Solar <input type="checkbox"/> Oil <input type="checkbox"/> Coal <input type="checkbox"/> Wood <input type="checkbox"/> Individual	<input type="checkbox"/> N/A <input type="checkbox"/> Gravity <input type="checkbox"/> Hot Water <input type="checkbox"/> Radiant <input type="checkbox"/> Forced Air <input type="checkbox"/> Space Heater <input type="checkbox"/> Heat Pump <input type="checkbox"/> Central <input type="checkbox"/> Baseboard	*Cooling (<input checked="" type="checkbox"/> up to two): <input type="checkbox"/> Central Air <input type="checkbox"/> Exhaust Fan <input type="checkbox"/> Window Unit <input type="checkbox"/> None <input type="checkbox"/> Wall Unit <input type="checkbox"/> N/A	*Access Roads (<input checked="" type="checkbox"/> one): <input type="checkbox"/> Public <input type="checkbox"/> Concrete <input type="checkbox"/> Private <input type="checkbox"/> Gravel <input type="checkbox"/> Asphalt <input type="checkbox"/> Dirt <input type="checkbox"/> N/A
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↓ **Optional Features— Use "Listing Comment Addendum" to add Comments for Selected Choices** ↓

Site: <input type="checkbox"/> Business Dist. <input type="checkbox"/> Shopping Ctr. <input type="checkbox"/> Freestanding <input type="checkbox"/> Industrial Park <input type="checkbox"/> Residential Area <input type="checkbox"/> Riverfront <input type="checkbox"/> Other <input type="checkbox"/> Shopping Mail <input type="checkbox"/> Shopping Strip <input type="checkbox"/> Office Park <input type="checkbox"/> Multi-Tenant <input type="checkbox"/> Commercial Area <input type="checkbox"/> Airport <input type="checkbox"/> Comments			
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Parking: <input type="checkbox"/> Private <input type="checkbox"/> Lot <input type="checkbox"/> Offsite <input type="checkbox"/> Concrete <input type="checkbox"/> Dirt <input type="checkbox"/> Public <input type="checkbox"/> Onsite <input type="checkbox"/> Assigned <input type="checkbox"/> Asphalt <input type="checkbox"/> Enclosed <input type="checkbox"/> Garage <input type="checkbox"/> Onstreet <input type="checkbox"/> 2+ Unit <input type="checkbox"/> Gravel <input type="checkbox"/> Covered			
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Use/Type: <input type="checkbox"/> Automotive <input type="checkbox"/> Food Service <input type="checkbox"/> Landscaping <input type="checkbox"/> Parking <input type="checkbox"/> Storage <input type="checkbox"/> Rooms: <input type="checkbox"/> Business <input type="checkbox"/> Franchise <input type="checkbox"/> Manufacturing <input type="checkbox"/> Professional <input type="checkbox"/> Tavern/Bar <input type="checkbox"/> Office Area <input type="checkbox"/> Campground <input type="checkbox"/> Grocery/Pony <input type="checkbox"/> Medic/Dentist <input type="checkbox"/> Restaurant <input type="checkbox"/> Theater <input type="checkbox"/> Atrium <input type="checkbox"/> Church <input type="checkbox"/> Hair Care <input type="checkbox"/> Mobile Hm Pk <input type="checkbox"/> Retire Home <input type="checkbox"/> Trucking <input type="checkbox"/> Reception Area <input type="checkbox"/> Commercial <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Multi Tenant <input type="checkbox"/> Shopping Ctr <input type="checkbox"/> Warehouse <input type="checkbox"/> Meeting Rooms <input type="checkbox"/> Daycare <input type="checkbox"/> Industrial <input type="checkbox"/> Office <input type="checkbox"/> Showroom <input type="checkbox"/> Other <input type="checkbox"/> Computer Room <input type="checkbox"/> Workshop <input type="checkbox"/> Comments <input type="checkbox"/> Mail Room <input type="checkbox"/> Kitchen <input type="checkbox"/> Showroom <input type="checkbox"/> Exercise Room			
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Inside Features: <input type="checkbox"/> Industrial Water <input type="checkbox"/> Elevator <input type="checkbox"/> Wash Rack <input type="checkbox"/> Under 12' Doors <input type="checkbox"/> Conveyor <input type="checkbox"/> Freight Elevator <input type="checkbox"/> Smoke Detect <input type="checkbox"/> Over 12' Doors <input type="checkbox"/> Security Light <input type="checkbox"/> Crane <input type="checkbox"/> Heat Detect <input type="checkbox"/> Display Window <input type="checkbox"/> Truck Dock <input type="checkbox"/> Compressor <input type="checkbox"/> Railroad Siding <input type="checkbox"/> Cen Switchboard <input type="checkbox"/> Dock Curtain <input type="checkbox"/> Sprinkler Wet <input type="checkbox"/> Alarm System <input type="checkbox"/> Ans Switchboard <input type="checkbox"/> Dock Leveler <input type="checkbox"/> Sprinkler Dry <input type="checkbox"/> Drive-in Door <input type="checkbox"/> Comments			
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Tenant Pays: <input type="checkbox"/> Taxes <input type="checkbox"/> Water <input type="checkbox"/> Exterior Maintenance <input type="checkbox"/> All Utilities <input type="checkbox"/> Sewer <input type="checkbox"/> Common Area <input type="checkbox"/> Electric <input type="checkbox"/> Insurance <input type="checkbox"/> Trash Removal <input type="checkbox"/> Gas <input type="checkbox"/> Interior Maint <input type="checkbox"/> Other <input type="checkbox"/> Comments			
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Documents Available: <input type="checkbox"/> Survey <input type="checkbox"/> Appraisal <input type="checkbox"/> Aerial Photo <input type="checkbox"/> Copy of Lease <input type="checkbox"/> Feasibility <input type="checkbox"/> P & L's <input type="checkbox"/> Rent Roll <input type="checkbox"/> Oper Statement <input type="checkbox"/> Inventory <input type="checkbox"/> Cash Analysis <input type="checkbox"/> Deed <input type="checkbox"/> Floor Plan <input type="checkbox"/> Site Plan <input type="checkbox"/> Comments			
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Zoning (up to two): Office Business Commercial Industrial Unzoned Nonconforming See Remarks

*Special Financing : Yes No

↑ *If Yes: Assumable Owner Land Contract Exchange Lease Option Lease Purchase Other

Financing Remarks: _____