

LISTING INFORMATION

Office Exclusive*

☐ Yes ☐ No

Office Exclusive with Temporary Exclusion*

☐ Yes ☐ No

Temporary Exclusion Date

Listing Contract Date*

Expiration Date*

Listing Service Type*

☐ Full Service
☐ Limited Service

Lease Price*

Lease Price Unit*

☐ Total Monthly Amount
☐ Per Square Foot

Lease Amount Frequency*

☐ Annually
☐ Monthly

Listing Type*

☐ Exclusive Agency ☐ Exclusive Right to Lease ☐ Exclusive Right with Exception

Lease Term*

☐ 12 Months ☐ 24 Months ☐ 3 to 5 Years ☐ 6+ Years ☐ Month to Month

Seller Representation*

☐ No Brokerage Relationship ☐ Single Agent
☐ Single Agent w Consent to Transition ☐ Transaction Broker

ADDRESS

Street Number*

Street Dir Pre

Street Name*

Street Type

Street Dir Post

Unit Number

No Unit #

City*

State*

Zip*

Zip + 4

County*

Country*

Development

GeoLocation

Between US1 & River Y/N

☐ Yes ☐ No

Levels

☐ Multi/Split ☐ One
☐ Two ☐ Three or More

Total # of Floors

FINANCIAL INFORMATION

Owner Pays*

☐ Common Area Maintenance	☐ Electricity	☐ Gas
☐ Grounds Care	☐ Internet	☐ Liability Insurance
☐ Management	☐ None	☐ Other
☐ Pest Control	☐ Property Insurance	☐ Repairs
☐ Reserves	☐ Security	☐ Sewer
☐ Taxes	☐ Telephone	☐ Trash Collection
☐ Water		

Terms of Lease*

☐ Absolute (Triple) Net	☐ Gross Lease
☐ Ground Lease	☐ Gross Percentages
☐ Lease Option	☐ Modified Gross
☐ Net Lease	☐ Net Net
☐ Other	☐ Pass Throughs
☐ Purchase Option	☐ Renewal Option
☐ Sale-Leaseback	☐ Seasonal
☐ Special Available (CLO)	☐ Varied Terms

Commercial Transaction Terms

☐ Annual Rate Increase
☐ Improvement Allowance
☐ Pre - Leasing
☐ Sub - Lease

Number of Tenants

☐ Multi Tenant ☐ Vacant
☐ Single Tenant

Tenant Pays

☐ Association Fees	☐ Capital Expenses	☐ Common Area Maint.	☐ Electricity	☐ Gas	☐ Grounds Care
☐ Internet	☐ Liability Insurance	☐ Management	☐ Other - See Remarks	☐ Parking Fee	☐ Pest Control
☐ Pro-Rated	☐ Property Insurance	☐ Property Taxes	☐ Repairs	☐ Reserves	☐ Security
☐ Sewer	☐ Taxes	☐ Telephone	☐ Trash Collection	☐ Water	

Tenant Count

Initial Pass - Through Expenses*

Pass-Through Expense Includes

☐ Association Fees	☐ Capital Expenses	☐ Common Area Maint.	☐ Electricity	☐ Gas	☐ Grounds Care
☐ Internet	☐ Liability Insurance	☐ Management	☐ Other - See Remarks	☐ Parking Fee	☐ Pest Control
☐ Pro-Rated	☐ Property Insurance	☐ Property Taxes	☐ Reserves	☐ Security	☐ Sewer
☐ Taxes	☐ Telephone	☐ Trash Collection	☐ Water		

Pass-Through Expenses Type

☐ Flat Monthly
☐ Annual \$/SqFt

EXTERIOR INFORMATION

Property Style*

☐ Agriculture ☐ Assembly Building ☐ Business ☐ Hotel/Motel ☐ Industrial ☐ Medical Office
☐ Mixed Use ☐ Multi Family(5+) ☐ Office ☐ Retail ☐ Restaurant ☐ Warehouse

New Construction*

☐ Yes ☐ No

Property Condition

☐ Completed ☐ Fixer ☐ Pre-Construction ☐ Under-Construction ☐ Under-Renovation

Use Code

Proj. Completion Date

Traffic Count ADT

Traffic Count Year

Traffic Count ID

Door Height

of Bays (Dock High)

Door Width

of Bays (Grade Level)

Eaves Height

of Bays (Dock Wall)

Garage Door Height

STELLAR MLS COMMERCIAL LEASE DATA ENTRY FORM☐ Indicates Multiple Choice ☐ Indicates Single Choice * Indicates Required Field**Front Exposure**

☐ East	☐ North	☐ Northeast	☐ Northwest	☐ South
☐ Southeast	☐ Southwest	☐ Undetermined	☐ West	

Easements

☐ All Sides	☐ East Side	☐ Electric Lines	☐ Environmental	☐ Ingress/Egress
☐ Less Easement	☐ North Side	☐ Other	☐ Pipelines	☐ Prescriptive Right of Way
☐ Preservation	☐ South Side	☐ Subject to Easement	☐ Water Rights	☐ West Side

Road Frontage*

☐ Access Road	☐ Alley	☐ Business District	☐ City Street	☐ County Road
☐ Divided Highway	☐ Easement	☐ Highway	☐ Interchange	☐ Interstate
☐ Main Thoroughfare	☐ None	☐ Other	☐ Private Road	☐ Rail
☐ State Road	☐ Turn Lanes			

EXTERIOR INFORMATION**Road Surface Type***

☐ Asphalt	☐ Brick	☐ Chip And Seal	☐ Concrete	☐ Dirt
☐ Gravel	☐ Limerock	☐ Other	☐ Paved	☐ Unimproved

Road Responsibility

☐ Private Maintained Road	☐ Public Maintained Road	☐ Road Maintenance Agreement
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Signage

☐ Directory	☐ None	☐ On Building	☐ Other	☐ Pole Sign	☐ Street Signage
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Adjoining Property

☐ Airport	☐ Church	☐ Commercial	☐ Hotel/Motel	☐ Industrial
☐ Multi-Family	☐ Natural State	☐ Professional Office	☐ Railroad	☐ Residential
☐ School	☐ Undeveloped	☐ Vacant	☐ Waterway	

Other Structures

☐ Airplane Hangar	☐ Annex	☐ Containers	☐ Garage(s)	☐ Maintenance
☐ Other	☐ Outbuilding	☐ Security Trailer	☐ Storage	☐ Workshop

Other Equipment

☐ Compressor	☐ Conveyor System	☐ Dehumidifier	☐ Feeding Stations	☐ Fuel Tank(s)
☐ Grease Trap	☐ Intercom	☐ Irrigation Equipment	☐ Livestock Equipment	☐ Loading Pens
☐ Overhead Crane	☐ Satellite Dish			

Vegetation

☐ Bamboo	☐ Fruit Trees	☐ Mature Landscaping	☐ Oak Trees	☐ Trees/Landscaped	☐ Wooded
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Lot Features

☐ Central Business District	☐ Corner Lot	☐ Cul-De-Sac	☐ Curb and Gutters	☐ Drainage Canal
☐ Fire Hydrant	☐ Flood Insurance Required	☐ Flood Zone	☐ Fuel Pump	☐ Historic District
☐ In City Limits	☐ Industrial Condo	☐ Industrial Park	☐ Infrastructure In	☐ Interior Lot
☐ Landscaped	☐ Near Golf Course	☐ Near Public Transit	☐ Near Railroad Siding	☐ Neighborhood
☐ Other	☐ Out Parcel	☐ Oversized Lot	☐ Railroad	☐ Retail Condo
☐ Retention Areas	☐ Retention Pond	☐ Riparian Rights	☐ Rolling Slope	☐ Rural
☐ Seaport	☐ Shopping Center	☐ Sidewalks	☐ Sloped	☐ Special Taxing District
☐ Street Lights	☐ Street Paved	☐ Suburb	☐ Turn Around	☐ Undeveloped
☐ Waterfront	☐ Wooded	☐ Zoned For Horses		

Exterior Construction*

☐ Asbestos	☐ Block	☐ Brick	☐ Cedar	☐ Cement Siding
☐ Concrete	☐ HardiPlank Type	☐ ICFs (Insulated Concrete Forms)	☐ Log	☐ Metal Frame
☐ Metal Siding	☐ Other	☐ SIP (Structurally Insulated Panel)	☐ Stone	☐ Stucco
☐ Tilt Up Walls	☐ Vinyl Siding	☐ Wood Frame	☐ Wood Frame (FSC)	☐ Wood Siding

Roof

- | | | | | | |
|------------------------------------|---------------------------------|-----------------------------------|-----------------------------------|--------------------------------|--------------------------------|
| ☐ Built-Up | ☐ Cement | ☐ Concrete | ☐ Membrane | ☐ Metal | ☐ Other |
| ☐ Roof Over | ☐ Shake | ☐ Shingle | ☐ Slate | ☐ Tile | |

Number Gas Meters**Number Water Meters****Number Electric Meters****Building Features**

- | | | | | |
|---|---|--|---|--|
| ☐ Bathrooms | ☐ Clear Span | ☐ Columns | ☐ Common Lighting | ☐ Drive-Through |
| ☐ Dumpsters | ☐ Elevator | ☐ Elevator - None | ☐ Extra Storage | ☐ Fencing |
| ☐ Fiber Optic | ☐ Freight Elevator | ☐ Furnished | ☐ High Bays | ☐ Janitorial Services |
| ☐ Kitchen Facility | ☐ Lit Sign on Site | ☐ Loading Dock | ☐ Loft | ☐ Medical Disposal |
| ☐ On Site Shower | ☐ Other Storage | ☐ Outside Storage | ☐ Overhead Doors | ☐ Pool/Spa |
| ☐ Ramp | ☐ Reception | ☐ Seating | ☐ Service Stations | ☐ Solid Surface Counter |
| ☐ Stone Counter | ☐ Trash Removal | ☐ Truck Doors | ☐ Truck Well | ☐ Waiting Room |

EXTERIOR INFORMATION**Garage/Parking Features**

- | | | | | |
|--|---|---------------------------------------|---|---|
| ☐ Airplane Hangar | ☐ Common | ☐ Curb Parking | ☐ Electric Vehicle Charging Station(s) | ☐ Ground Level |
| ☐ Lighted | ☐ None | ☐ Other | ☐ Over 30 Spaces | ☐ Public Parking Available |
| ☐ Secured | ☐ Shared Parking | ☐ RV Parking | ☐ Under Building | ☐ Underground |
| ☐ Valet | | | | |

Foundation*

- | | | | | | | | | | |
|-----------------------------------|--------------------------------|---------------------------------------|---|-------------------------------------|--------------------------------|---|-------------------------------|------------------------------------|--|
| ☐ Basement | ☐ Block | ☐ Brick/Mortar | ☐ Concrete Perimeter | ☐ Crawlspace | ☐ Other | ☐ Pillar/Post/Pier | ☐ Slab | ☐ Stem Wall | ☐ Stilt/On Piling |
|-----------------------------------|--------------------------------|---------------------------------------|---|-------------------------------------|--------------------------------|---|-------------------------------|------------------------------------|--|

Basement

- | | | | | |
|---------------------------------------|---|-----------------------------------|---|-------------------------------------|
| ☐ Bath/Stubbed | ☐ Crawl Space | ☐ Daylight | ☐ Exterior Entry | ☐ Finished |
| ☐ Full | ☐ Interior Entry | ☐ Other | ☐ Partial | ☐ Unfinished |

Total Parking Spaces**LEGAL****Tax ID (Parcel Number)*****Tax Year*****Taxes (Annual Amount)*****Year Built*****Zoning****Related MLS Number(s)****Additional Parcels***☐ Yes ☐ No**Total Number of Parcels****Additional Tax IDs (Seperate additional Tax IDs with a comma)****Legal Description (1000 character limit)*****Section*****Township*****Range*****Plat Book/Page*****Block/Parcel*****Lot #*****Alt Key/Folio****Complex/Development Name****Subdivision #****Complex/Community Name****Census Tract****Census Block****Legal Subdivision Name**

STELLAR MLS COMMERCIAL LEASE DATA ENTRY FORM

☐ Indicates Multiple Choice ☐ Indicates Single Choice * Indicates Required Field

LOT AND BUILDING INFORMATION

- | | |
|--|--|
| ☐ 0 to less than 1/4 | ☐ 1/4 to less than 1/2 |
| ☐ 1/2 to less than 1 | ☐ 1 to less than 2 |
| ☐ 2 to less than 5 | ☐ 5 to Less than 10 |
| ☐ 10 to less than 20 | ☐ 20 to Less Than 50 |
| ☐ 50 to Less Than 100 | ☐ 100 to Less than 200 |
| ☐ 200 to Less Than 500 | ☐ 500+ Acres |
| ☐ Non-Applicable | |

Flood Zone Code*

Flood Zone Date

Flood Zone Panel

Lot Dimensions

Lot Size Square Foot-

Lot Size

Office/Retail Space

Flex Space SqFt

Front Footage

Road Frontage Feet

PARCEL

Total Units on Property

Total Number of Buildings*

Future Land Use

INTERIOR INFORMATION

SqFt Heated

SqFt Heated Source

- ☐ Appraisal
 ☐ Builder
 ☐ Measured
 ☐ Owner provided
 ☐ Public Records

Freezer Space

- ☐ Yes
 ☐ No

SqFt Total*

SqFt Total Source

- ☐ Appraisal
 ☐ Builder
 ☐ Measured
 ☐ Owner provided
 ☐ Public Records

Converted Residence

- ☐ Yes
 ☐ No

Net Leasable SqFt*

Ceiling Height

- ☐ 8 to 9 Feet
 ☐ 10 to 15 Feet
 ☐ 16 to 22 Feet
 ☐ 23+ Feet
 ☐ Varied

Freestanding

- ☐ Yes
 ☐ No

Appliances Included

☐ Dishwasher	☐ Dryer	☐ Microwave	☐ Refrigerator	☐ Smart Appliances
☐ Touchless Faucet	☐ Touchless Hand Dryers	☐ Washer		

Utilities

☐ BB/HS Internet Capable	☐ Electrical Nearby	☐ Electricity Available	☐ Emergency Power	☐ Natural Gas Available
☐ Other	☐ Phone Available	☐ Private	☐ Public	☐ Sewer Nearby
☐ Solar	☐ Telephone Nearby	☐ Underground Utilities	☐ Water Connected	☐ Water Nearby

Sewer

☐ Aerobic Septic	☐ None	☐ Other	☐ Private Sewer	☐ Public Sewer
☐ Septic Needed	☐ Septic Tank	☐ PEP- Holding Tank		

Water

☐ Canal/Lake for Irrigation	☐ None	☐ Private	☐ Public	☐ See Remarks	☐ Well	☐ Well Required
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Heating and Fuel

☐ Baseboard	☐ Central	☐ Central Building	☐ Central Individual	☐ Electric
☐ Exhaust Fans	☐ Gas	☐ Heat Pump	☐ Heat Recovery Unit	☐ Natural Gas
☐ None	☐ Oil	☐ Other	☐ Partial	☐ Propane
☐ Radiant Ceiling	☐ Reverse Cycle	☐ Solar	☐ Space Heater	☐ Wall Furnace
☐ Wall/Window Units	☐ Zoned			

Air Conditioning*

☐ A/C - Office Only	☐ Central Air	☐ Humidity Control	☐ Mini-Split Unit(s)	☐ None
☐ Other	☐ Wall/Window Unit(s)	☐ Zoned		

Electrical Service

☐ 100 Amp Service	☐ 150 Amp Service	☐ 200+ Amp Service	☐ 3 Phase	☐ 110 Volts
☐ 220 Volts	☐ 440 Volts	☐ Generator	☐ Generator Hook-Up	☐ Other
☐ Separate Meters				

Security Features

☐ Closed Circuit Camera(s)	☐ Fire Alarm	☐ Fire Sprinkler System	☐ Gated Community	☐ Key Card Entry
☐ Secured Garage/Parking	☐ Security Gate	☐ Security Lights	☐ Security System	☐ Security System Leased
☐ Security System Owned	☐ Smart Security	☐ Smoke Detector(s)	☐ Touchless Entry	

STELLAR MLS COMMERCIAL LEASE DATA ENTRY FORM☐ Indicates Multiple Choice ☐ Indicates Single Choice * Indicates Required Field**Accessibility Features**

☐ Accessible Approach	☐ Accessible Bedroom	☐ Accessible Living Area	☐ Accessible Closets	☐ Accessible Common Room
☐ Accessible Doors	☐ Accessible Elec. and Envir. Controls	☐ Accessible Elevator Installed	☐ Accessible Entrance	☐ Accessible for Hearing-Impairment
☐ Accessible Full Bath	☐ Accessible Guest Bathroom	☐ Accessible Hallway(s)	☐ Accessible Kitchen	☐ Accessible Kitchen Appliances
☐ Accessible Stairway	☐ Accessible Washer/Dryer	☐ Ceiling Track for Chair Lift	☐ Central Living Area	☐ Customized Wheelchair Accessible
☐ Enhanced Accessible	☐ Exterior Wheelchair Lift	☐ Grip-Accessible Features	☐ Stair Lift	

INTERIOR INFORMATION**Floor Covering**

☐ Bamboo	☐ Brick/Stone	☐ Carpet	☐ Ceramic Tile	☐ Concrete
☐ Cork	☐ Engineered Hardwood	☐ Epoxy	☐ Forestry Stewardship Certified	☐ Granite
☐ Laminate	☐ Linoleum	☐ Luxury Vinyl	☐ Marble	☐ Other
☐ Parquet	☐ Porcelain Tile	☐ Quarry Tile	☐ Reclaimed Wood	☐ Recycled/Composite Flooring
☐ Slate	☐ Terrazzo	☐ Tile	☐ Vinyl	

Ceiling Type

☐ Acoustical	☐ Drywall	☐ Insulation/Vinyl	☐ None	☐ Plaster
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Window Features

☐ Aluminum Frames	☐ Bay	☐ Blinds	☐ Display Window(s)	☐ Double Hung
☐ Double Pane Windows	☐ Drapes	☐ ENERGY STAR Qualified Windows	☐ Insulated Windows	☐ Low-Emissivity Windows
☐ Rods	☐ Shades	☐ Shutters	☐ Solar Screens	☐ Storm Window(s)
☐ Thermal Windows	☐ Tinted Windows	☐ Window Treatments	☐ Wood Frames	

SPACE**Space Classification**

☐ A ☐ B
☐ C ☐ D

Space Type

☐ Gray Shell ☐ New ☐ Re Let ☐ Sub Let ☐ Vanilla Shell

of Restrooms**# of Conference/Meeting Rooms****# of Offices****OWNER****Management Type**

☐ On Site Property Manager ☐ Owner Manager ☐ Professional Off Site ☐ Professional On Site

Owner Name**Owner Phone****Property Manager****Property Mgr Phone****CONDO INFORMATION****Condo Environment**

☐ Yes ☐ No

Condo Fees**Condo Fees Term**

☐ Annual ☐ Monthly
☐ Quarterly ☐ Semi Annual

Association / Manager Contact Name**Association / Manager Email****Association / Manager Contact Phone****Association / Manager Website Address****COMMUNITY/PETS****Community Features**

☐ Activity Core/Center	☐ Airport/Runway	☐ Beach Area	☐ Curbs	☐ Expressway
☐ Sidewalk	☐ Shared Restrooms	☐ Stream Seasonal	☐ WiFi/Common Internet Service	

Pets Allowed

☐ Yes - See Condo Docs

☐ No

WATER INFORMATION

Water Access*

☐ Yes

☐ No

Water Access

☐ Bay/Harbor	☐ Bayou	☐ Beach - Access Deeded	☐ Beach	☐ Brackish Water
☐ Canal - Brackish	☐ Canal - Freshwater	☐ Canal - Saltwater	☐ Creek	☐ Freshwater Canal w/ Lift to Saltwater Canal
☐ Gulf/Ocean	☐ Gulf/Ocean to Bay	☐ Intracoastal Waterway	☐ Lagoon/Estuary	☐ Lake
☐ Lake - Chain of Lakes	☐ Limited Access	☐ Marina	☐ Pond	☐ River

Water View*

☐ Yes

☐ No

Water View

☐ Bay/Harbor - Full	☐ Bay/Harbor - Partial	☐ Bayou	☐ Beach	☐ Canal
☐ Creek	☐ Gulf/Ocean - Full	☐ Gulf/Ocean - Partial	☐ Gulf/Ocean to Bay	☐ Intracoastal Waterway
☐ Lagoon/Estuary	☐ Lake	☐ Lake - Chain of Lakes	☐ Marina	☐ Pond
☐ River				

Water Extras*

☐ Yes

☐ No

Water Extras

☐ Assigned Boat Slip	☐ Boat Port	☐ Boat Ramp - Private	☐ Boathouse	☐ Boats - None Allowed
☐ Bridges - Fixed	☐ Bridges-No Fixed Bridges	☐ Davits	☐ Deck	☐ Fishing Pier
☐ Lift	☐ Lift - Covered	☐ Lock	☐ Minimum Wake Zone	☐ No Wake Zone
☐ Powerboats-None Allowed	☐ Private Lake Dues Req	☐ Riprap	☐ Sailboat Water	☐ Seawall - Concrete
☐ Seawall - Other	☐ Skiing Allowed			

Water Frontage*

☐ Yes

☐ No

Water Frontage

☐ Bay/Harbor		Footage	☐ Bayou		Footage
☐ Beach		Footage	☐ Brackish Water		Footage
☐ Canal - Brackish		Footage	☐ Canal - Freshwater		Footage
☐ Canal - Front		Footage	☐ Canal - Saltwater		Footage
☐ Creek		Footage	☐ Freshwater Canal w/ Lift to Saltwater Canal		Footage
☐ Gulf/Ocean		Footage	☐ Gulf/Ocean to Bay		Footage
☐ Intracostal Waterway		Footage	☐ Lagoon/Estuary		Footage
☐ Lake Front		Footage	☐ Lake - Chain of Lakes		Footage
☐ Marina		Footage	☐ Pond		Footage
☐ Riparian Rights		Footage	☐ River		Footage

Water Name(s)

Additional Water Information

DOCK INFORMATION

Dock Y/N

☐ Yes

☐ No

Dock Description

☐ 2 Point Moorage	☐ 3 Point Moorage	☐ 4 Point Moorage	☐ CATV	☐ Clubhouse
☐ Dock - Composite	☐ Dock - Concrete	☐ Dock - Covered	☐ Dock - Open	☐ Dock - Slip 1st Come
☐ Dock - Slip Deeded Off-Site	☐ Dock - Slip Deeded On-Site	☐ Dock - Wood	☐ Dock w/Electric	☐ Dock w/o Electric
☐ Dock w/o Water Supply	☐ Dock w/Water Supply	☐ Dry Dock	☐ Fish Cleaning Station	☐ Floating Dock
☐ Harbormaster	☐ Internet	☐ Lift	☐ None	☐ Other
☐ Restroom/Shower	☐ Wet Dock			

Dock Lift Capacity

Dock Year Built

Dock Dimensions

Dock Maintenance Fee

Dock Maint. Fee Frequency

☐ Annual☐ Monthly☐ N/A☐ Quarterly

GREEN INFORMATION

Choices for Green Building Verification Type are below

Certified Passive House	EarthCraft House	ENERGY STAR Certified Homes	EnerPHit
EPA Indoor Air Quality Plus	FGBC Green Certified Building	FGBC Green Certified Home	FGBC Remodel
Florida Certified Yard	Florida Friendly Landscape	Florida Friendly Yard Recognition	Florida Green Lodging
Florida Water Star	FORTIFIED for Safer Living	Geothermal HVAC	HERS Index Score
Home Energy Score	Home Energy Upgrade Cert. of Energy Efficiency Improvements	Home Energy Upgrade Cert. of Energy Efficiency Performance	Home Performance w/ ENERGY STAR
LEED Certified Building	LEED For Homes	LEED Neighborhood Development	Living Building Challenge
Pearl Certification	PHIUS+	NAHB Certification	NGBS New Construction
NGBS Small Projects Remodel	NGBS Whole-Home Remodel	Other - Specify in Remarks	WaterSense
Zero Energy Ready Home			

Choices for Green Verification Source are below

Administrator	Assessor	Builder	Contractor or Installer	Other - See Remarks
Owner	Program Sponsor	Program Verifier	Public Records	

Choices for Green Verification Status are below

Complete	In Process
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Building Verification Type	Status	Year	Version	Body	Metric	Rating	Source	URL

Green Sustainability

- ☐ Conserving Methods
- ☐ Onsite Recycling Center
- ☐ Recyclable Materials
- ☐ Recycled Materials
- ☐ Regionally-Sourced Materials
- ☐ Renewable Materials
- ☐ Salvaged Materials

Green Energy Generation Y/N*

☐ Yes ☐ No

Green Energy Generation

- ☐ Hydro Power
- ☐ Solar
- ☐ Wind

Solar Panel Ownership

- ☐ Financed
- ☐ Leased
- ☐ Owned Outright
- ☐ Utility Owned

Solar Lease/Finance Terms

- ☐ Assumable
- ☐ Non-Assumable
- ☐ To Be Paid By Seller At Closing

Green Energy Features

- ☐ Appliances
- ☐ Doors
- ☐ Energy Monitoring System
- ☐ HVAC
- ☐ Insulation
- ☐ Lighting
- ☐ Pool
- ☐ Roof
- ☐ Solar Energy Storage On Site
- ☐ Thermostat
- ☐ Water Heater
- ☐ Windows

Green Water Features

- ☐ Drip Irrigation
- ☐ Efficient Hot Water Distribution
- ☐ Green Infrastructure
- ☐ Gray Water System
- ☐ Irrig. System-Drip/Microheads
- ☐ Irrig. System-Rainwater from Ponds
- ☐ Irrig. System-Reclaimed Water
- ☐ Low-Flow Fixtures
- ☐ Water-Smart Landscaping
- ☐ Water Recycling
- ☐ Whole House Water Purification

STELLAR MLS COMMERCIAL LEASE DATA ENTRY FORM☐ Indicates Multiple Choice ☐ Indicates Single Choice * Indicates Required Field**Disaster Mitigation**

- | | | | |
|---|--|---|---|
| ☐ Above Flood Plain | ☐ Fire Resistant Exterior | ☐ Fire/Smoke Detection Integration | ☐ Hurricane Insur. Deduction Qual. |
| ☐ Hurricane Shutters / Windows | ☐ Lightning Protection System | ☐ Safe Room | |

Indoor Air Quality

- | | | | |
|---|---|---|--|
| ☐ Air Filters MERV 10+ | ☐ Contaminant Control | ☐ HVAC Cartridge/Media Filter | ☐ HVAC Filter MERV 8+ |
| ☐ HVAC UV/Elec. Filtration | ☐ Integrated Pest Management | ☐ Janitor Closet Neg Pressurized | ☐ Moisture Control |
| ☐ No Smoking - Interior Bldg | ☐ No/Low VOC Cabinets/Counters | ☐ No/Low VOC Flooring | ☐ No/Low VOC Paint/Finish |
| ☐ Non-Toxic Pest Control | ☐ Sealed Combustion | ☐ Ventilation | ☐ Whole House Vacuum System |

REALTOR INFORMATION**Realtor Information**

- | | | | | |
|---|--|---|---|---|
| ☐ 3rd Party Approval Req | ☐ Applications in Process | ☐ Assoc Approval Required | ☐ Brochure Available | ☐ Confidentiality Letter Req |
| ☐ Currently Leased | ☐ Docs Available | ☐ Engineering Report | ☐ Environ. Report Available | ☐ Floodway |
| ☐ Floor Plan Available | ☐ Lease Restrictions | ☐ List Agent is Owner | ☐ List Agent is Related to Owner | ☐ No Sign |
| ☐ Remediation Accomplished | ☐ Remediation in Progress | ☐ Scrub Jay - Check w/County | ☐ See Attachments | ☐ Survey Available |
| ☐ Termite Bond/Warranty | ☐ Zoning Grandfathered In | | | |

Realtor Information Confidential

- | | | | |
|--|---|--|--|
| ☐ Copy of Lease Available | ☐ In-Foreclosure | ☐ Pre-Foreclosure | ☐ Tenant Approval |
|--|---|--|--|

Documents & Disclosures

Documents and Disclosures	Status of Documents and Disclosures

Possession

- ☐
- Rental Agreement

AGENT/OFFICE**List Agent ID*****Agent Name and Information*****Office Name and Information*****List Agent 2 ID****Agent Name and Information****Office Name and Information****Team Name****Interoffice Info****SHOWING INFORMATION****ShowingTime Secure Remarks****Call Center Phone Number****Occupant Type**

- ☐
- Owner
- ☐
- Tenant
- ☐
- Vacant

SHOWING INFORMATION

Showing Instructions*

☐ Lockbox - SentriLock	☐ Lockbox - Supra	☐ 24 Hour Notice	☐ Appointment Only	☐ Call Agent 2
☐ Call Before Showing	☐ Call Listing Agent	☐ Call Listing Office	☐ Call Manager	☐ Call Owner
☐ Call Seller Direct	☐ Call Tenant	☐ Combination Lock Box	☐ Coming Soon - Allowing Showings	☐ Contact Call Center
☐ Dangerous Farm Animals on Site	☐ Do Not Contact Tenants	☐ Farm Animals on Site	☐ Gate Code Required	☐ Gate Key in Listing Office
☐ Gate Key in Lock Box	☐ Go Direct	☐ Guard Dog	☐ Key In Office	☐ Key/Agent
☐ Listing Agent Must Accompany	☐ Lockbox	☐ Lockbox - Coded	☐ Lockbox - Electronic	☐ Lockbox Elec.-CBS Code Required
☐ Lockbox - No Call	☐ Lockbox - Other	☐ Locked Gate	☐ No Call Box	☐ No Lockbox
☐ Other	☐ See Remarks	☐ Text List Agent	☐ Use ShowingTime Button	

Showing Considerations

☐ Electricity Not on	☐ Inconsistent Cell Service	☐ Minimal or no Ext. Lighting	☐ Minimal or no Int. Lighting	☐ No AC
☐ No Heat	☐ No Sign	☐ Pet(s) on Premises	☐ Remote/Limited Visibility from Road	☐ Security System
☐ See Remarks	☐ To Be Built	☐ Under Construction		

LISTING DISTRIBUTION

Internet*	Delayed Distribution	Delayed Distribution Date	Distribute to
☐ Yes ☐ No	☐ Yes ☐ No		☐ Crexi
IDX/VOW Display Comments*	IDX/VOW AVM*	Third Party*	Show Prop Address on Internet*
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

MARKETING LINKS AND INFORMATION

Create Free Automatic Virtual Tour*	Virtual Tour Link 1	Web Link 1
☐ Yes ☐ No		
Virtually Staged Listing Photos ☐	Virtual Tour Link 2	Web Link 2
Public Remarks*		

Realtor Only Remarks

Driving Directions*

The owner has reviewed the foregoing information contained in this Data Entry Form and acknowledges the information to be true and correct to the best knowledge of the owner. The owner agrees to indemnify and hold harmless the My Florida Regional MLS DBA Stellar MLS (Stellar MLS), the Originating Board, and their employees, the Listing Broker and licensees, the Selling Broker and licensees, and all other cooperating Brokers and licensees against any and all claims or liability (including attorney fees) arising from any breach of warranty by Owner or from any incorrect information supplied by the Owner or from any facts concerning the Property which was known or reasonably should have been known to Owner but not disclosed by Owner. At the request of the Listing Broker, unless otherwise properly indicated on this Data Entry Report form, Stellar MLS will electronically transmit information about the Owner's property to Internet web sites to aid in the marketing of the Property for sale. Stellar MLS shall retain and make available all such data and photographs to all its participants for an indefinite period. Stellar MLS assumes no responsibility or liability to Owner for errors or omissions on this Data Entry Form or in the Stellar MLS computer system. The Owner hereby authorizes Listing Broker to file this Data Entry report form with the Stellar MLS and the Owner will provide timely notice of all status changes.

Owner Signature*	Date*
Owner Signature*	Date*
Broker Signature*	Date*