

Birmingham Area MLS – Seller Information Sheet – Commercial/Industrial

Fields headed in blue are optional. All other fields are required.

County: _____ ListDate: _____ ExpDate: _____ ListPrice: _____

Property Type:

Industrial

Investment

Land

Office

Retail

LOCATIONAL INFORMATION:

Street #: _____ Street Name: _____ Direction: _____

Unit/Lot#: _____ City: _____ State: _____ Zip: _____

Area: _____ Parcel #: _____ Tax District: _____

Building Name: _____

MapBook/Page (from tax record): _____ Tax District (from tax record): _____

Legal Description (copy & paste from Tax Record): _____

Driving Directions (*No Contact Info allowed. Phrases "call agent", "see map" are not to be used*): _____

AGENT INFORMATION:

List Agent ID: _____ List Agent Name: _____

Co-List ID: _____ **CoList Agent:** _____ **Owner Name:** _____

List Type: Exclusive Right to Sell Exclusive Agency Exclusive Right with Prospect Reservations

Adv (*Yes posts to Realtor.com and IDX sites*): Yes No List Type II: Full Service Limited Entry Only

Owner Phone: _____ Broker Relationship: Agency Transaction Broker

Commission-Selling Agency (\$ or %): _____ BuyerBrkr _____ TransBrkr _____ SubAgency

DVRC (*Dual or Variable Rate Commission – See Section 6.3 of Rules*): Yes No

Interoffice (Info not visible in MLS outside listing office): _____ **Contact Name:** _____

Contact Phone: _____ **Alternate Phone:** _____

Miscellaneous: _____ Lockbox: Electronic Combination Key None

Contact Order (*if different from the contact order as specified in Setup in MLS*): _____

PROPERTY DETAILS

Year Built: _____ Lead Paint Disclosure: Yes No _____ **Seller's Initials**

of Buildings: _____ Year Built Description: Existing NewComplete New Incomplete

Parking: 1-5 6-10 11+ None Sq.Ft.Bldg _____ Sq.Ft.Office _____ Sq.Ft.Other _____

Flood Plain: Yes No _____ **Seller's Initials** Annual Tax: _____

Total Mortgage Balance _____ Zoning: _____

Square Foot-Lot: _____ # Acres: _____ Foreclosure: Yes No

Ceiling Eave Height: 8 feet or less 8 – 10 feet 10+ feet None

Ceiling Center Height: 10 feet or less 10 – 12 feet 12+ feet None # Stories: _____

Birmingham Area MLS – Seller Information Sheet – Commercial/Industrial

Fields headed in blue are optional. All other fields are required.

Consumer Notes: *(property specific, no contact info- no phone #'s, agent/company name, no URL/websites, no HTML coding):*

Agent Notes: _____

| | | | |
|-----------------------|-----------------------|-----------------|-------------|
| Sale Includes: | Bldg, Business & Land | Bldg & Business | Bldg & Land |
| Building Only | Land Only | Other | |

| | | | |
|--------------------------------|------------------------|------------------|---------------------|
| Type Business/Building: | Automotive Services | Daycare Facility | Gas/Service Station |
| Food Service | Franchise | Health Care | Historical |
| Hotel/Motel | Industrial | None | Office Building |
| Professional Service | Religious Facility | Retail | Senior Housing |
| Shopping Center | Sports & Entertainment | Trade/Supply | Warehouse |
| Wholesale | | | |

| | | | |
|----------------|---------------------|----------------|------------|
| Floors: | Brick | Concrete | Metal |
| None | Other | Partial Carpet | Tile/Vinyl |
| Wood | Wall-to-Wall Carpet | | |

| | | | |
|---------------------------|-------|----------|---------|
| Interior Features: | Block | Concrete | Masonry |
| None | Other | Paneling | Plaster |
| Sheetrock | | | |

| | | | |
|----------------------|------------------------|----------------|------------------|
| Construction: | Aluminum/Steel | Concrete Block | Brick |
| Brick & Frame | "Butler Type" Building | Concrete | EIFS |
| Frame / Wood | Glass | No Building | Other |
| Shingle | Siding | Stone / Rock | Tilt-Up Concrete |

| | | | |
|--------------|---------|----------|-------------|
| Roof: | Asphalt | Built-Up | Composition |
| Metal | No Roof | Other | Shingle |
| Tar & Gravel | Tile | | |

| | | | |
|---------------------|--------------|------------|----------------------|
| Parking: | Assigned | On Street | Off Street – Private |
| Off Street – Public | Parking Deck | Unassigned | |

| | | | |
|----------------------------------|--------------|----------|-----------------|
| Street / Property Access: | Alley | Bus Line | Curb & Gutters |
| Paved Road | Private Road | Sidewalk | Street Frontage |
| Water Frontage | | | |

| | | | |
|---------------------------|-----------|----------|-----------|
| Property Includes: | Equipment | Fixtures | Inventory |
| License | None | | |

| | | | |
|-------------------|---------------------|-----------------------|--------------------|
| Rooms: | Basement | Conference Room | Dock |
| Kitchen | Living Quarters | Other Office(s) | Passenger Elevator |
| Private Office(s) | Private Restroom(s) | Public Restroom(s) | Reception Area |
| Service Elevator | Truck Door | Warehouse Restroom(s) | Warehouse Space |

Birmingham Area MLS – Seller Information Sheet – Commercial/Industrial

Fields headed in blue are optional. All other fields are required.

| | | | | |
|-----------------------|--|-------------------------|-------------------|-------------|
| Miscellaneous: | | 3 Phase Electrical Sys. | Columns/Posts | Common Wall |
| Conveyor | | Overhead Crane | Elevator | Fire Alarm |
| Handicapped Features | | None | Other Fencing | Other |
| Refrigerated Space | | Security Fencing | Security Lighting | Smoke Alarm |
| Sprinkler System | | | | |

| | | | | |
|----------------------------|--|---------------------|-----------------------|------------------------|
| Property to Remain: | | Dishwasher-Portable | Electric Stove | Gas Stove |
| Microwave | | Refrigerator | All Window Treatments | Some Window Treatments |
| Washer/Dryer | | | | |

| | | | | |
|-----------------|--|------------------|------------------|---------------|
| Heating: | | 2+ Systems | Electric | Floor Furnace |
| Gas | | Heat Pump | Hydroheat System | No Heat |
| Other | | Piggyback System | Propane Gas | Solar Heat |
| Space Heaters | | Steam Heat | Zoned | |

| | | | | |
|---------------|--|------|---------------|--------------|
| Water: | | None | Private Water | Public Water |
| Well Water | | | | |

| | | | | |
|-----------------|--|------------------|------------------|--------------------|
| Cooling: | | 2+ Systems | Ceiling Fan(s) | Central – Electric |
| Central – Gas | | Heat Pump | Hydroheat System | None |
| Other | | Piggyback System | Roof Vents | Window Unit(s) |

| | | | | |
|----------------------|--|-----------|--------|-------|
| Sewer/Septic: | | Connected | Septic | Other |
|----------------------|--|-----------|--------|-------|

_____ Sellers' Initials

| | | | | |
|--------------|--|----------|-----|-----|
| Fuel: | | Electric | Gas | Oil |
| Other | | Propane | | |

| | | | | |
|------------------------------|--|------------------------------------|------------------------------------|----------------------|
| Acceptable Financing: | | Assumable 1 st Mortgage | Assumable 2 nd Mortgage | Conventional |
| Exchange / Trade | | Lease Purchase | Other | Owner May Carry Mtg. |

| | | | | |
|-----------------|--|-----------------|----------------------------|------------------------------------|
| Leases: | | Annual Lease(s) | Expire within 1 Year | Ground Lease |
| Long Term Lease | | None | Portion of Property Leased | Rental Commission involved in sale |

| | | | | |
|--------------|--|------|---------|-------|
| Fees: | | Fire | Garbage | Other |
|--------------|--|------|---------|-------|

| | | | | |
|------------------------------|--|-------------------------------|---------------------|-----------------|
| Showing Instructions: | | Call Listing Agent | Call Listing Office | Call Owner |
| Don't Talk to Tenants | | Listing Agent Must Be Present | Other | Showing Service |

By Seller's signature(s) below, Seller acknowledges that Seller has personally reviewed the information set forth above in this Seller Information Sheet and has verified, and does hereby represent and warrant, that all said information was provided by Seller and is accurate and complete to the best of Seller's knowledge.

Seller Date Seller Date