

ALSO COMM SALE SEE MLS#

ALSO COMM LEASE SEE MLS#

STATUS (R) Choose One COMING SOON ACTIVE SOLD OFF MLS*

***EXCLUSION CONFIRM?**

YES NO

***C.A.R. PURCHASE CONTRACT?**

YES NO

OFFICE ID (R)

AGENT ID (R)

CO-OFFICE ID

CO-AGENT ID

LISTING PRICE (R)

 ,

ON-MARKET DATE (R)

 / /

LISTING DATE (R)

 / /

EXPIRATION DATE (R)

 / /

AUCTION

YES
 NO

COMMISSION TYPE (R)

DOLLAR AMOUNT
 PERCENTAGE OF SALE

COMMISSION TO BUYER OFFICE (R)

DUAL VARIABLE COMPENSATION (R)

YES
 NO

LISTING AGREEMENT (R) Choose One

SELLER RESERVED NET
 EXCLUSIVE RIGHT TO SELL OPEN

COUNTY (R)

APN (R) Limit 30 Char

DIRECTION (Select One)

EAST NORTHEAST SOUTH SOUTHWEST
 NORTH NORTHWEST SOUTHEAST WEST

ADDITIONAL APNs (R)

YES* NO

***SECOND PARCEL NUMBER**

THIRD PARCEL NUMBER

STREET # Limit 6 Num

MODIFIER, Limit 8 Char

STREET NAME Limit 30 Char

UNIT #

SUFFIX Select One

ALLEY CORNER COVE HARBOR ISLE LANDING PARKWAY ROAD STREET VALLEY
 AVENUE CREEK CANYON HILLS JUNCTION LOOP PLACE RIDGE TERRACE VIEW
 BOULEVARD COURSE DRIVE HEIGHTS KNOLLS MEADOW PLAZA RANCH TRAIL WALK
 CIRCLE COURT GLEN HIGHWAY KEYS PASS PASSAGE SHORES VISTA WAY
 COMMON CENTER GROVE ISLAND LANE PARK POINT SQUARE VILLAGE

POST DIRECTION (Select One)

EAST NORTHEAST SOUTH SOUTHWEST
 NORTH NORTHWEST WEST SOUTHEAST

CITY (R), Limit 20 Char

ZIP Limit 5 Num

ZIP PLUS 4, Limit 4

 -

CROSS STREET

AREA/DISTRICT (R)

SUBDIVISION

ZONING

ROAD FRONTAGE Up to 4 entries allowed

ALLEY FREEWAY EXPOSURE HIGHWAY FRONTAGE STATE HIGHWAY OTHER
 CITY STREET FREEWAY FRONTAGE INTERSTATE UNIMPROVED SEE REMARKS
 COUNTRY ROAD HIGHWAY EXPOSURE PRIVATE ROAD NONE

PUBLISH TO INTERNET (R)

YES
 NO

SHOW ADDRESS TO PUBLIC (R)

NO
 YES

PRIMARY SHOWING CONTACT TYPE (R) Choose One

AGENT OWNER VACANT
 CARETAKER PROPERTY MANAGER OTHER
 LISTING OFFICE TENANT

PRIMARY SHOWING CONTACT NAME (R)

PRIMARY SHOWING CONTACT PHONE (R) EXT

 - -

SECONDARY SHOWING CONTACT TYPE*

- | | | |
|---|---|---------------------------------|
| <input type="checkbox"/> AGENT | <input type="checkbox"/> OWNER | <input type="checkbox"/> VACANT |
| <input type="checkbox"/> CARETAKER | <input type="checkbox"/> PROPERTY MANAGER | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> LISTING OFFICE | <input type="checkbox"/> TENANT | |

SECONDARY SHOWING CONTACT NAME

SECONDARY SHOWING CONTACT PHONE
 - -
EXT

***Secondary contact name and phone required if a contact type is selected**

SHOWING INSTRUCTIONS (R) Up to 8 entries allowed

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> 24-HOURS NOTICE | <input type="checkbox"/> DRIVE BY ONLY | <input type="checkbox"/> NO PHOTOS ALLOWED | <input type="checkbox"/> TEXT SHOWING CONTACT |
| <input type="checkbox"/> APPOINTMENT ONLY | <input type="checkbox"/> GATE CODE PROVIDED | <input type="checkbox"/> NON DISCLOSURE REQUIRED | <input type="checkbox"/> VACANT |
| <input type="checkbox"/> CALL 1 ST LOCKBOX | <input type="checkbox"/> GO DIRECT-BUSINESS HOURS | <input type="checkbox"/> PETS-SEE CONFIDENTIAL REMARKS | <input type="checkbox"/> VACANT W/LOCKBOX |
| <input type="checkbox"/> CALL SHOWING CONTACT | <input type="checkbox"/> IBOX-SPECIAL CODE | <input type="checkbox"/> RESTRICTED HOURS | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> DO NOT DISTURB EMPLOYEES | <input type="checkbox"/> KEY IN OFFICE | <input type="checkbox"/> SECURITY SYSTEM | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> DO NOT GO DIRECT | <input type="checkbox"/> LEAVE CARD | <input type="checkbox"/> SUPRA IBOX | |
| <input type="checkbox"/> DO NOT SHOW | <input type="checkbox"/> LISTING AGENT MUST BE PRESENT | <input type="checkbox"/> SURVEILLANCE EQUIPMENT IN USE | |

LOCKBOX LOCATION 60 Characters Maximum

DIRECTIONS TO PROPERTY (R) 500 Characters Maximum

APPROX SQFT

SQFT SOURCE Choose One

- | | | | |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> AGAINST CO. POLICY | <input type="checkbox"/> ASSESSOR AUTO-FILL | <input type="checkbox"/> GRAPHIC ARTIST | <input type="checkbox"/> NOT VERIFIED |
| <input type="checkbox"/> APPRAISER | <input type="checkbox"/> BROKER | <input type="checkbox"/> HOUSING COMMUNITY DEVELOPMENT | <input type="checkbox"/> OWNER |
| <input type="checkbox"/> ARCHITECT | <input type="checkbox"/> BUILDER | <input type="checkbox"/> MEASURED BY AGENT | <input type="checkbox"/> VERIFIED |
| <input type="checkbox"/> ASSESSOR AGENT-FILL | <input type="checkbox"/> CONDO MAP | <input type="checkbox"/> NOT AVAILABLE | |

LOT SIZE

LOT SIZE SOURCE Choose One

- | | | |
|--|---|--|
| <input type="checkbox"/> AGAINST CO. POLICY | <input type="checkbox"/> ASSESSOR AUTO-FILL | <input type="checkbox"/> NOT AVAILABLE |
| <input type="checkbox"/> APPRAISER | <input type="checkbox"/> BUILDER | <input type="checkbox"/> NOT VERIFIED |
| <input type="checkbox"/> ARCHITECT | <input type="checkbox"/> GRAPHIC ARTIST | <input type="checkbox"/> OWNER |
| <input type="checkbox"/> ASSESSOR AGENT-FILL | <input type="checkbox"/> MEASURED BY AGENT | <input type="checkbox"/> VERIFIED |

-
- SQFT
-
- ACRES

STORIES _____

SPECIAL LISTING CONDITIONS (R) Up to 5 entries allowed

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> HUD OWNED | <input type="checkbox"/> PROBATE LISTING | <input type="checkbox"/> SHORT SALE | <input type="checkbox"/> SUCCESSOR TRUSTEE SALE |
| <input type="checkbox"/> NOTICE OF DEFAULT | <input type="checkbox"/> REAL ESTATE OWNED | <input type="checkbox"/> SUBJECT TO COURT CONFIRMATION | <input type="checkbox"/> NONE |
| <input type="checkbox"/> PENDING LITIGATION | <input type="checkbox"/> RELEASE CLAUSE | <input type="checkbox"/> SUBJECT TO LENDER CONFIRMATION | <input type="checkbox"/> OTHER |

PROPERTY CONDITION Up to 9 entries allowed

- | | | | | |
|---|---|---|--|--------------------------------------|
| <input type="checkbox"/> EXTERIOR-EXCELLENT | <input type="checkbox"/> FIXER | <input type="checkbox"/> INTERIOR-VERY GOOD | <input type="checkbox"/> VARIES BY UNIT | <input type="checkbox"/> YARD GRAVEL |
| <input type="checkbox"/> EXTERIOR-FAIR | <input type="checkbox"/> INTERIOR-EXCELLENT | <input type="checkbox"/> NEW CONSTRUCTION | <input type="checkbox"/> YARD ACCESSIBLE | <input type="checkbox"/> YARD PAVED |
| <input type="checkbox"/> EXTERIOR-GOOD | <input type="checkbox"/> INTERIOR-FAIR | <input type="checkbox"/> UNDER CONSTRUCTION | <input type="checkbox"/> YARD DIRT | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> EXTERIOR-VERY GOOD | <input type="checkbox"/> INTERIOR-GOOD | <input type="checkbox"/> UPDATED/REMODELED | <input type="checkbox"/> YARD FENCED | |

PRIVATE REMARKS 1,300 Characters Maximum **Note: Mixed case required**

PUBLIC REMARKS 1,000 Characters Maximum **Note: Mixed case required**

BUSINESS TYPE (R) Up to 5 entries allowed

- | | | | | |
|---|--|--|---|---|
| <input type="checkbox"/> ADVERTISING | <input type="checkbox"/> CABINETS | <input type="checkbox"/> EMPLOYMENT | <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> RETAIL |
| <input type="checkbox"/> AGRICULTURE | <input type="checkbox"/> CANDY/COOKIE | <input type="checkbox"/> FAST FOOD | <input type="checkbox"/> LAUNDROMAT | <input type="checkbox"/> SADDLERY/HARNESS |
| <input type="checkbox"/> ANIMAL GROOMING | <input type="checkbox"/> CAR WASH | <input type="checkbox"/> FINANCIAL | <input type="checkbox"/> LIQUOR STORE | <input type="checkbox"/> SMOKE SHOP |
| <input type="checkbox"/> APPLIANCES | <input type="checkbox"/> CARPET/TILE | <input type="checkbox"/> FITNESS | <input type="checkbox"/> LOCKSMITH | <input type="checkbox"/> SPORTING GOODS |
| <input type="checkbox"/> AQUARIUM SUPPLIES | <input type="checkbox"/> CHILD CARE | <input type="checkbox"/> FLORIST/NURSERY | <input type="checkbox"/> MANUFACTURING | <input type="checkbox"/> STORAGE |
| <input type="checkbox"/> ARTS & ENTERTAINMENT | <input type="checkbox"/> CHURCH | <input type="checkbox"/> FOOD & BEVERAGE | <input type="checkbox"/> MEDICAL | <input type="checkbox"/> TOYS |
| <input type="checkbox"/> AUTO BODY | <input type="checkbox"/> CLOTHING | <input type="checkbox"/> FOREST RESERVE | <input type="checkbox"/> MOBILE/TRAILER PARK | <input type="checkbox"/> TRANSPORTATION |
| <input type="checkbox"/> AUTO DEALER | <input type="checkbox"/> COMPUTER | <input type="checkbox"/> FRANCHISE | <input type="checkbox"/> MUSIC | <input type="checkbox"/> TRAVEL |
| <input type="checkbox"/> AUTO GLASS | <input type="checkbox"/> CONSTRUCTION/CONTRACTOR | <input type="checkbox"/> FURNITURE | <input type="checkbox"/> OFFICE SUPPLY | <input type="checkbox"/> UPHOLSTERY |
| <input type="checkbox"/> AUTO PARTS | <input type="checkbox"/> CONVALESCENT | <input type="checkbox"/> GAS STATION | <input type="checkbox"/> PAINTS | <input type="checkbox"/> UTILITY |
| <input type="checkbox"/> AUTO RENT/LEASE | <input type="checkbox"/> CONVENIENCE STORE | <input type="checkbox"/> GIFT SHOP | <input type="checkbox"/> PARKING | <input type="checkbox"/> VARIETY |
| <input type="checkbox"/> AUTO REPAIR-SPECIALTY | <input type="checkbox"/> DANCE STUDIO | <input type="checkbox"/> GROCERY | <input type="checkbox"/> PET HOSPITAL/KENNEL | <input type="checkbox"/> VIDEO |
| <input type="checkbox"/> AUTO SERVICE | <input type="checkbox"/> DECORATOR | <input type="checkbox"/> HARDWARE | <input type="checkbox"/> PET STORE | <input type="checkbox"/> WALLPAPER |
| <input type="checkbox"/> AUTO STEREO/ALARM | <input type="checkbox"/> DELI/CATERING | <input type="checkbox"/> HEALTH FOOD | <input type="checkbox"/> PHOTOGRAPHER | <input type="checkbox"/> WAREHOUSE |
| <input type="checkbox"/> AUTO TIRES | <input type="checkbox"/> DENTAL | <input type="checkbox"/> HEALTH SERVICES | <input type="checkbox"/> PIZZA | <input type="checkbox"/> WHOLESALE |
| <input type="checkbox"/> AUTO WRECKING | <input type="checkbox"/> DISPENSARY | <input type="checkbox"/> HOBBY | <input type="checkbox"/> PRINTING | <input type="checkbox"/> WINERY |
| <input type="checkbox"/> BAKERY | <input type="checkbox"/> DISTRIBUTION | <input type="checkbox"/> HOME CLEANER | <input type="checkbox"/> PROFESSIONAL SERVICE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> BAR/TAVERN/LOUNGE | <input type="checkbox"/> DOUGHNUT | <input type="checkbox"/> HOSPITALITY | <input type="checkbox"/> REAL ESTATE | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> BARBER/BEAUTY | <input type="checkbox"/> DRUGSTORE | <input type="checkbox"/> HOTEL/MOTEL | <input type="checkbox"/> RECREATION | |
| <input type="checkbox"/> BED & BREAKFAST | <input type="checkbox"/> DRY CLEANER | <input type="checkbox"/> ICE CREAM/FROZEN YOGURT | <input type="checkbox"/> RENTAL | |
| <input type="checkbox"/> BOOKS/CARDS/STATIONARY | <input type="checkbox"/> EDUCATION/SCHOOL | <input type="checkbox"/> INDUSTRIAL | <input type="checkbox"/> RESIDENTIAL CARE | |
| <input type="checkbox"/> BUTCHER | <input type="checkbox"/> ELECTRONICS | <input type="checkbox"/> JEWELRY | <input type="checkbox"/> RESTAURANT | |

DAYS OF OPERATION Up to 8 entries allowed

- | | | | | |
|--|--|---|---|---|
| <input type="checkbox"/> CLOSED SATURDAY | <input type="checkbox"/> OPEN 2 DAYS | <input type="checkbox"/> OPEN 5 DAYS | <input type="checkbox"/> OPEN 8+ HOURS/DAY | <input type="checkbox"/> OPEN-8 HOURS/DAY |
| <input type="checkbox"/> CLOSED SUNDAY | <input type="checkbox"/> OPEN 24 HOURS | <input type="checkbox"/> OPEN 6 DAYS | <input type="checkbox"/> OPEN MONDAY-FRIDAY | <input type="checkbox"/> SEASONAL |
| <input type="checkbox"/> EVENINGS ONLY | <input type="checkbox"/> OPEN 3 DAYS | <input type="checkbox"/> OPEN 7 DAYS | <input type="checkbox"/> OPEN SATURDAY | <input type="checkbox"/> VARIED |
| <input type="checkbox"/> OPEN 1 DAY | <input type="checkbox"/> OPEN 4 DAYS | <input type="checkbox"/> OPEN 8 HOURS/DAY | <input type="checkbox"/> OPEN SUNDAY | <input type="checkbox"/> SEE REMARKS |

- TRANSACTION TYPE** Exchange For Lease For Sale Option Other

BUSINESS NAME _____

YEAR ESTABLISHED _____

YEARS ON OPTION _____

YEARS OWNED _____

REASON FOR SELLING Up to 2 entries allowed

- | | | | |
|--|-------------------------------------|-----------------------------------|--------------------------------|
| <input type="checkbox"/> HEATH | <input type="checkbox"/> PERSONAL | <input type="checkbox"/> SALE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> OWNS OTHER BUSINESS | <input type="checkbox"/> RETIREMENT | <input type="checkbox"/> TRANSFER | |

TENANT PAYS

- NO
 YES

TENANT PAYS (R) Up to 10 entries allowed

- | | | | | |
|--|---|---|---|--------------------------------|
| <input type="checkbox"/> CABLE TV | <input type="checkbox"/> GAS | <input type="checkbox"/> LIABILITY INSURANCE | <input type="checkbox"/> SEWER | <input type="checkbox"/> WATER |
| <input type="checkbox"/> COMMON AREA MAINTENANCE | <input type="checkbox"/> GLASS INSURANCE | <input type="checkbox"/> MERCHANT ASSOCIATION | <input type="checkbox"/> SITE MAINTENANCE | <input type="checkbox"/> NONE |
| <input type="checkbox"/> ELECTRICITY | <input type="checkbox"/> HVAC MAINTENANCE | <input type="checkbox"/> OIL | <input type="checkbox"/> TAX INCREASES | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> ELEVATOR | <input type="checkbox"/> INTERIOR MAINTENANCE | <input type="checkbox"/> PROPANE | <input type="checkbox"/> TAXES | |
| <input type="checkbox"/> EXTERIOR MAINTENANCE | <input type="checkbox"/> INTERNET | <input type="checkbox"/> ROOF | <input type="checkbox"/> TELEPHONE | |
| <input type="checkbox"/> FIRE INSURANCE | <input type="checkbox"/> JANITORIAL SERVICE | <input type="checkbox"/> SECURITY | <input type="checkbox"/> TRASH COLLECTION | |

SPECIAL LICENSES (R) Up to 8 entries allowed

- | | | | | |
|--|---|--|--|--------------------------------|
| <input type="checkbox"/> BEER/WINE | <input type="checkbox"/> EXISTING LICENSE | <input type="checkbox"/> LIQUOR | <input type="checkbox"/> LIQUOR-OFF SALE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> BUSINESS | <input type="checkbox"/> FOOD | <input type="checkbox"/> LIQUOR 5 YEARS OR LESS | <input type="checkbox"/> LIQUOR-ON SALE | |
| <input type="checkbox"/> ENTERTAINMENT | <input type="checkbox"/> FRANCHISE | <input type="checkbox"/> LIQUOR LICENSE 5+ YEARS | <input type="checkbox"/> NONE | |

SPECIAL INFORMATION Up to 5 entries allowed

- | | | |
|---|--|---|
| <input type="checkbox"/> RE MAY NOT CONFORM TO CODE | <input type="checkbox"/> SPECIAL OPERATOR LICENSE REQUIRED | <input type="checkbox"/> TRADE NAME FILED |
| <input type="checkbox"/> SELLER RETAIN RE OWNED | <input type="checkbox"/> SUBJECT TO BANKRUPTCY COURT | <input type="checkbox"/> OTHER |

LABOR INFORMATION Up to 3 entries allowed

- NON-UNION UNION OTHER

BUSINESS OPERATOR LAST NAME

BUSINESS OPERATOR PHONE
 - -
OWNERSHIP TYPE Up to 1 entry allowed

- | | | | |
|--|--|--|--------------------------------|
| <input type="checkbox"/> CORP-SUBCHAPTER | <input type="checkbox"/> FRANCHISE | <input type="checkbox"/> PARTNERSHIP | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CORPORATION | <input type="checkbox"/> JOINT VENTURE | <input type="checkbox"/> SOLE PROPRIETOR | |

ROOM CAPACITY _____

SEATING CAPACITY _____

ANNUAL SALARIES \$ _____

ANNUAL UTILITY EXPENSES \$ _____

ANNUAL TELEPHONE EXPENSES \$ _____

MANAGEMENT

-
- AVAILABLE
-
- OWNER
-
- OTHER

EMPLOYEES Up to 8 entries allowed

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> 1-5 | <input type="checkbox"/> CORPORATE OPERATED | <input type="checkbox"/> MANAGER | <input type="checkbox"/> OWNER WORKS PART-TIME |
| <input type="checkbox"/> 11+ | <input type="checkbox"/> EMPLOYEES MUST BE LICENSED | <input type="checkbox"/> OWNER MANAGER | <input type="checkbox"/> NONE |
| <input type="checkbox"/> 6-10 | <input type="checkbox"/> FAMILY | <input type="checkbox"/> OWNER WILL STAY | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> ABSENTEE OWNER | <input type="checkbox"/> INDEPENDENT CONTRACTOR | <input type="checkbox"/> OWNER WILL TRAIN | <input type="checkbox"/> SEE REMARKS |

BONDS/ASSESSMENTS/TAXES

-
- UNKNOWN
-
-
- YES*

*If Yes, Bonds/Assessments/Taxes Desc is required

BONDS/ASSESSMENTS/TAXES DESC Up to 5 entries allowed

- | | | | | |
|-------------------------------|--|--|---|--------------------------------------|
| <input type="checkbox"/> 1911 | <input type="checkbox"/> LOCAL ASSESSMENTS | <input type="checkbox"/> TRANSFER TAX CITY | <input type="checkbox"/> TRANSFER TAX PRIVATE | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> 1915 | <input type="checkbox"/> MELLO ROOS | <input type="checkbox"/> TRANSFER TAX COUNTY | <input type="checkbox"/> OTHER | |

CITY TRANSFER TAX RATE _____ % **COUNTY TRANSFER TAX RATE** _____ % **NEW TAXES EXPENSE** \$ _____

% OF OWNERSHIP BEING SOLD _____ %

FINANCIAL DATA SOURCE Up to 3 entries allowed

- | | | | |
|-------------------------------------|---|------------------------------------|-------------------------------------|
| <input type="checkbox"/> ACCOUNTANT | <input type="checkbox"/> INCOMPLETE INFORMATION | <input type="checkbox"/> OWNER | <input type="checkbox"/> TAX RETURN |
| <input type="checkbox"/> ESTIMATED | <input type="checkbox"/> LIMITED INFORMATION | <input type="checkbox"/> PROJECTED | <input type="checkbox"/> OTHER |

GROSS SCHEDULED INCOME (R)

\$ _____

ANNUAL COST GOODS SOLD \$ _____

LEASE DEPOSIT AMOUNT

\$ _____

NET OPERATING INCOME \$ _____

ANNUAL ACCOUNTING EXPENSE \$ _____

RENT PER MONTH \$ _____

INSURANCE EXPENSE \$ _____

ANNUAL ADVERTISING EXPENSE \$ _____

PROFIT & LOSS NO YES

OTHER EXPENSE \$ _____

LICENSES EXPENSE \$ _____

OPERATING EXPENSE \$ _____

ESTIMATED INVENTORY AMOUNT \$ _____

TOTAL ACTUAL RENT \$ _____

OPTION RENEWABLE NO YES

ESTIMATED LICENSE VALUE \$ _____

SUPPLIES EXPENSE \$ _____

OPTION TERMS Up to 2 entries allowed

- | | | | |
|--------------------------------|--|--|-----------------------------------|
| <input type="checkbox"/> 6-10% | <input type="checkbox"/> MARKET RATE | <input type="checkbox"/> SAME RATE | <input type="checkbox"/> UP TO 5% |
| <input type="checkbox"/> CPI | <input type="checkbox"/> MORE THAN 10% | <input type="checkbox"/> SPECIFIC SET UP | <input type="checkbox"/> OTHER |

LEASE TERM Up to 1 entry allowed

- | | | | | |
|------------------------------------|---|-------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> -1 YEAR | <input type="checkbox"/> 3-5 YEARS | <input type="checkbox"/> NEGOTIABLE | <input type="checkbox"/> PURCHASE OPTION | <input type="checkbox"/> SUBLEASE |
| <input type="checkbox"/> 1-3 YEARS | <input type="checkbox"/> MONTH TO MONTH | <input type="checkbox"/> PARTIAL | <input type="checkbox"/> RENEWAL OPTION | <input type="checkbox"/> SEE REMARKS |

LEASE DEPOSIT Up to 2 entries allowed

- | | | | |
|---------------------------------------|---------------------------------------|-----------------------------------|--------------------------------|
| <input type="checkbox"/> 3 MONTHS | <input type="checkbox"/> FIXED AMOUNT | <input type="checkbox"/> REQUIRED | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> FIRST & LAST | <input type="checkbox"/> NEGOTIABLE | <input type="checkbox"/> NONE | |

EXISTING LEASE TYPE Up to 3 entries allowed

- | | | | | |
|--|---------------------------------------|---|--|---------------------------------------|
| <input type="checkbox"/> 1 ST RIGHT REFUSAL | <input type="checkbox"/> EQUIPMENT | <input type="checkbox"/> LEASE ESCALATOR(S) | <input type="checkbox"/> NNN | <input type="checkbox"/> TAX INCREASE |
| <input type="checkbox"/> ASSIGNABLE | <input type="checkbox"/> FLAT RENT | <input type="checkbox"/> MASTER LEASE | <input type="checkbox"/> PERCENTAGE | <input type="checkbox"/> NONE |
| <input type="checkbox"/> BASE RENT +% SALE | <input type="checkbox"/> FULL | <input type="checkbox"/> NET | <input type="checkbox"/> RENEWABLE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> COMMON AREA MAINTENANCE | <input type="checkbox"/> GROSS | <input type="checkbox"/> NEW | <input type="checkbox"/> SECURITY DEPOSIT REQUIRED | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> CPI ADJUSTMENT | <input type="checkbox"/> GROUND LEASE | <input type="checkbox"/> NN | <input type="checkbox"/> STRAIGHT LEASE | |

FINANCIAL DATA VERIFIED

-
- NO
-
- YES

INCLUSIONS Up to 8 entries allowed

- | | | | | |
|--|---|---|---|--|
| <input type="checkbox"/> ACCOUNTS RECEIVABLE | <input type="checkbox"/> COVENANT | <input type="checkbox"/> GOODWILL | <input type="checkbox"/> LICENSE | <input type="checkbox"/> REAL ESTATE |
| <input type="checkbox"/> BUILDING | <input type="checkbox"/> EXISTING SIGNS | <input type="checkbox"/> INVENTORY | <input type="checkbox"/> MANAGEMENT CONSULTANT AGMT | <input type="checkbox"/> SPECIAL PERMITS |
| <input type="checkbox"/> CONFORM USE | <input type="checkbox"/> FIXTURES & EQUIPMENT | <input type="checkbox"/> LAND | <input type="checkbox"/> NAME | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CORPORATION | <input type="checkbox"/> FRANCHISE | <input type="checkbox"/> LEASEHOLD IMPROVEMENTS | <input type="checkbox"/> NON-COMPETITION AGMT | <input type="checkbox"/> SEE REMARKS |

FLOORING (R) Up to 8 entries allowed

- | | | | | | |
|---------------------------------|--|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> BRICK | <input type="checkbox"/> CONCRETE | <input type="checkbox"/> HEAVY DUTY | <input type="checkbox"/> TILE | <input type="checkbox"/> VINYL | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CARPET | <input type="checkbox"/> CONCRETE SLAB | <input type="checkbox"/> LINOLEUM | <input type="checkbox"/> UNFINISHED | <input type="checkbox"/> WOOD | |

WALLS Up to 3 entries allowed

- | | | | | |
|---|----------------------------------|------------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> COMMON WALL | <input type="checkbox"/> METAL | <input type="checkbox"/> PLASTER | <input type="checkbox"/> UNFINISHED | <input type="checkbox"/> NONE |
| <input type="checkbox"/> CONCRETE BLOCK | <input type="checkbox"/> paneled | <input type="checkbox"/> SHEETROCK | <input type="checkbox"/> WOOD | <input type="checkbox"/> OTHER |

LOCATION (R) Up to 8 entries allowed

- | | | | | |
|---|--|---|---|--------------------------------------|
| <input type="checkbox"/> AIRPORT NEARBY | <input type="checkbox"/> DOWNTOWN COMMERCIAL | <input type="checkbox"/> LIGHT RAIL NEARBY | <input type="checkbox"/> RAILROAD SPUR | <input type="checkbox"/> UNKNOWN |
| <input type="checkbox"/> BART NEARBY | <input type="checkbox"/> FREE STANDING | <input type="checkbox"/> MALL | <input type="checkbox"/> RESIDENTIAL AREA | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> BUSINESS PARK | <input type="checkbox"/> FREEWAY NEARBY | <input type="checkbox"/> MID BLOCK | <input type="checkbox"/> RESTAURANT NEARBY | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> CITY | <input type="checkbox"/> HOSPITAL NEARBY | <input type="checkbox"/> NEIGHBORHOOD COMMERCIAL | <input type="checkbox"/> RURAL | |
| <input type="checkbox"/> COMMERCIAL | <input type="checkbox"/> IN HOME | <input type="checkbox"/> PROCESSIONAL COMPLEX | <input type="checkbox"/> SHOPPING CENTER NEARBY | |
| <input type="checkbox"/> COUNTY | <input type="checkbox"/> INDUSTRIAL AREA | <input type="checkbox"/> PUBLIC TRANSPORTATION NEARBY | <input type="checkbox"/> STRIP CENTER | |

COOLING Up to 5 entries allowed

- | | | | | |
|-------------------------------------|---|-------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> CENTRAL | <input type="checkbox"/> DUCTLESS | <input type="checkbox"/> MULTIUNITS | <input type="checkbox"/> ROOM AIR | <input type="checkbox"/> NONE |
| <input type="checkbox"/> COMMON AIR | <input type="checkbox"/> EVAPORATIVE COOLER | <input type="checkbox"/> MULTIZONE | <input type="checkbox"/> WINDOW UNIT(S) | <input type="checkbox"/> SEE REMARKS |

HEATING Up to 8 entries allowed

- | | | | | | |
|------------------------------------|--|--------------------------------------|--|--|--------------------------------|
| <input type="checkbox"/> BASEBOARD | <input type="checkbox"/> FLOOR FURNACE | <input type="checkbox"/> MULTIZONE | <input type="checkbox"/> PROPANE | <input type="checkbox"/> STEAM | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CENTRAL | <input type="checkbox"/> HEAT PUMP | <input type="checkbox"/> NATURAL GAS | <input type="checkbox"/> RADIANT | <input type="checkbox"/> STOVE HEATER(S) | |
| <input type="checkbox"/> DUCTLESS | <input type="checkbox"/> HOT WATER | <input type="checkbox"/> NO HEAT | <input type="checkbox"/> SEPARATE | <input type="checkbox"/> WALL FURNACE | |
| <input type="checkbox"/> ELECTRIC | <input type="checkbox"/> MULTIUNITS | <input type="checkbox"/> OIL | <input type="checkbox"/> SOLAR HEATING | <input type="checkbox"/> WOOD STOVE | |

CONSTRUCTION MATERIALS Up to 10 entries allowed

- | | | | | | |
|--------------------------------|---------------------------------------|----------------------------------|--------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> BLOCK | <input type="checkbox"/> BRICK VENEER | <input type="checkbox"/> GLASS | <input type="checkbox"/> METAL | <input type="checkbox"/> STUCCO | <input type="checkbox"/> WOOD |
| <input type="checkbox"/> BRICK | <input type="checkbox"/> CONCRETE | <input type="checkbox"/> MASONRY | <input type="checkbox"/> STEEL | <input type="checkbox"/> TILT-UP | <input type="checkbox"/> OTHER |

FOUNDATION Up to 5 entries allowed

- | | | | | |
|---------------------------------------|--|---|---|--------------------------------------|
| <input type="checkbox"/> BLOCK | <input type="checkbox"/> COMBINATION | <input type="checkbox"/> CONCRETE PERIMETER | <input type="checkbox"/> PILLAR/POST/PIER | <input type="checkbox"/> NONE |
| <input type="checkbox"/> BRICK/MORTAR | <input type="checkbox"/> CONCRETE | <input type="checkbox"/> MASONARY PERIMETER | <input type="checkbox"/> RAISED | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CAPPED BRICK | <input type="checkbox"/> CONCRETE GRID | <input type="checkbox"/> PILING | <input type="checkbox"/> SLAB | <input type="checkbox"/> SEE REMARKS |

ROOF Up to 3 entries allowed

- | | | | | |
|--------------------------------------|--------------------------------------|----------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> BITUMEN | <input type="checkbox"/> ELASTOMERIC | <input type="checkbox"/> SHAKE | <input type="checkbox"/> TAR/GRAVEL | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CEMENT | <input type="checkbox"/> FOAM | <input type="checkbox"/> SHINGLE | <input type="checkbox"/> TILE | |
| <input type="checkbox"/> COMPOSITION | <input type="checkbox"/> METAL | <input type="checkbox"/> SLATE | <input type="checkbox"/> NONE | |

ACCESSIBILITY FEATURES Up to 6 entries allowed

- | | | | | |
|--|--|---|--|--------------------------------------|
| <input type="checkbox"/> ACCESSIBLE APPROACH WITH RAMP | <input type="checkbox"/> ACCESSIBLE ELEVATOR INSTALLED | <input type="checkbox"/> KITCHEN CABINETS | <input type="checkbox"/> VARIES BY UNIT | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> ACCESSIBLE BATHROOM(S) | <input type="checkbox"/> ACCESSIBLE KITCHEN | <input type="checkbox"/> PARKING | <input type="checkbox"/> WHEELCHAIR ACCESS | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> ACCESSIBLE DOORS | <input type="checkbox"/> GRAB BARS | <input type="checkbox"/> SHOWER(S) | <input type="checkbox"/> NONE | |

UTILITIES Up to 7 entries allowed

- | | | | | |
|--|--|--|---|-------------------------------------|
| <input type="checkbox"/> CABLE AVAILABLE | <input type="checkbox"/> DSL AVAILABLE | <input type="checkbox"/> INTERNET AVAILABLE | <input type="checkbox"/> OIL | <input type="checkbox"/> TV ANTENNA |
| <input type="checkbox"/> CABLE CONNECTED | <input type="checkbox"/> GENERATOR | <input type="checkbox"/> MASTER METER(S) | <input type="checkbox"/> PHONE-MULTI WIRING | <input type="checkbox"/> NONE |
| <input type="checkbox"/> DISH ANTENNA | <input type="checkbox"/> HOT WATER | <input type="checkbox"/> NATURAL GAS CONNECTED | <input type="checkbox"/> SEPARATE METER(S) | <input type="checkbox"/> OTHER |

ELECTRIC Up to 5 entries allowed

- | | | | | |
|--|---|--|--|--|
| <input type="checkbox"/> 1 PHASE | <input type="checkbox"/> 200 to 400 AMP SERVICE | <input type="checkbox"/> 440 VOLTS | <input type="checkbox"/> PASSIVE SOLAR | <input type="checkbox"/> PV-OFF GRID |
| <input type="checkbox"/> 100 AMP SERVICE | <input type="checkbox"/> 220 VOLTS | <input type="checkbox"/> 60-AMP SERVICE | <input type="checkbox"/> PHOTOVOLTAICS SELLER OWNED | <input type="checkbox"/> PV-ON GRID |
| <input type="checkbox"/> 150 AMP SERVICE | <input type="checkbox"/> 3 PHASE | <input type="checkbox"/> 880 VOLTS | <input type="checkbox"/> PHOTOVOLTAICS THIRD-PARTY OWNED | <input type="checkbox"/> SEPARATE ELECTRIC METER |
| <input type="checkbox"/> 2 PHASE | <input type="checkbox"/> 400+ AMP SERVICE | <input type="checkbox"/> MASTER ELECTRIC METER | <input type="checkbox"/> PV-BATTERY BACKUP | |

WATER SOURCE Up to 3 entries allowed

- | | | | | |
|--|----------------------------------|--|---|--------------------------------------|
| <input type="checkbox"/> ABANDONED WELL | <input type="checkbox"/> MUTUAL | <input type="checkbox"/> SHARED WELL | <input type="checkbox"/> UNTREATED | <input type="checkbox"/> NONE |
| <input type="checkbox"/> FILTERED | <input type="checkbox"/> PRIVATE | <input type="checkbox"/> STORAGE TANK | <input type="checkbox"/> WATER DISTRICT | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> IRRIGATION DISTRICT | <input type="checkbox"/> PUBLIC | <input type="checkbox"/> TREATMENT EQUIPMENT | <input type="checkbox"/> WELL | <input type="checkbox"/> SEE REMARKS |

SEWER Up to 5 entries allowed

- | | | | | |
|--|--|---|--|--------------------------------|
| <input type="checkbox"/> ENGINEERED SEPTIC | <input type="checkbox"/> PRIVATE SEWER | <input type="checkbox"/> SEPTIC CONNECTED | <input type="checkbox"/> SEPTIC SYSTEM | <input type="checkbox"/> NONE |
| <input type="checkbox"/> HOLDING TANK | <input type="checkbox"/> PUBLIC SEWER | <input type="checkbox"/> SEPTIC PUMP | <input type="checkbox"/> SEWER CONNECTED | <input type="checkbox"/> OTHER |

SECURITY FEATURES Up to 8 entries allowed

- | | | | | |
|--|--|---|--|---|
| <input type="checkbox"/> FIRE ALARM | <input type="checkbox"/> GUARDED GATE | <input type="checkbox"/> SECURITY SYSTEM LEASED | <input type="checkbox"/> UNGUARDED GATE | <input type="checkbox"/> WINDOW SECURITY BARS |
| <input type="checkbox"/> FIRE ESCAPE | <input type="checkbox"/> PANIC ALARM | <input type="checkbox"/> SECURITY SYSTEM OWNED | <input type="checkbox"/> VAULT | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> FIRE EXTINGUISHER | <input type="checkbox"/> SECURED ACCESS | <input type="checkbox"/> SECURITY SYSTEM PREWIRED | <input type="checkbox"/> VIDEO SYSTEM | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> FIRE SUPPRESSION SYSTEM | <input type="checkbox"/> SECURITY PATROL | <input type="checkbox"/> SMOKE DETECTOR | <input type="checkbox"/> WINDOW BARS W/QUICK RELEASE | |

TOTAL PARKING SPACES _____

PARKING FEATURES Up to 8 entries allowed

- | | | | | |
|---|--|--|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> CARPORT | <input type="checkbox"/> ELECTRIC GATE | <input type="checkbox"/> METERED | <input type="checkbox"/> PUBLIC | <input type="checkbox"/> NONE |
| <input type="checkbox"/> CLASS A GARAGE | <input type="checkbox"/> EV CHARGING | <input type="checkbox"/> OFF STREET | <input type="checkbox"/> SECURED | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> COMMERCIAL VEHICLE ALLOWED | <input type="checkbox"/> EXCLUSIVE | <input type="checkbox"/> OFFSITE | <input type="checkbox"/> STREET | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> COMMON AREA ASSIGNED | <input type="checkbox"/> GARAGE | <input type="checkbox"/> PARKING LOT 1 BLOCK | <input type="checkbox"/> UNDERGROUND | |
| <input type="checkbox"/> COMMON AREA SHARED | <input type="checkbox"/> LEASED PARKING AREA | <input type="checkbox"/> PERMIT REQUIRED | <input type="checkbox"/> VALET | |
| <input type="checkbox"/> COVERED | <input type="checkbox"/> LIGHTED | <input type="checkbox"/> PRIVATE | <input type="checkbox"/> VISITOR | |

LOT FEATURES Up to 15 entries allowed

- | | | | | | |
|---|---|---|---|---|--------------------------------------|
| <input type="checkbox"/> AUTO SPRINKLER F&R | <input type="checkbox"/> CURB(S) | <input type="checkbox"/> GRASS PAINTED | <input type="checkbox"/> MANUAL SPRINKLER F&R | <input type="checkbox"/> PRIVATE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> AUTO SPRINKLER FRONT | <input type="checkbox"/> CURBS/GUTTERS | <input type="checkbox"/> GREENBELT | <input type="checkbox"/> MANUAL SPRINKLER FRONT | <input type="checkbox"/> SIDEWALK | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> AUTO SPRINKLER REAR | <input type="checkbox"/> DEAD END | <input type="checkbox"/> LANDSCAPED BACK | <input type="checkbox"/> MANUAL SPRINKLER REAR | <input type="checkbox"/> SIDEWALK/CURB/GUTTER | |
| <input type="checkbox"/> CORNER | <input type="checkbox"/> FLAG LOT | <input type="checkbox"/> LANDSCAPED FRONT | <input type="checkbox"/> MEADOW EAST | <input type="checkbox"/> SPLIT POSSIBLE | |
| <input type="checkbox"/> COURT | <input type="checkbox"/> GATED COMMUNITY | <input type="checkbox"/> LANDSCAPED MISC | <input type="checkbox"/> MEADOW WEST | <input type="checkbox"/> STORM DRAIN | |
| <input type="checkbox"/> CUL-DE-SAC | <input type="checkbox"/> GRASS ARTIFICIAL | <input type="checkbox"/> LOW MAINTENANCE | <input type="checkbox"/> MID BLOCK | <input type="checkbox"/> STREET LIGHTS | |

TOPOGRAPHY Up to 4 entries allowed

- | | | | |
|------------------------------------|---|---|-------------------------------------|
| <input type="checkbox"/> COAST | <input type="checkbox"/> HILLSIDE | <input type="checkbox"/> LOT SLOPED | <input type="checkbox"/> ROLLING |
| <input type="checkbox"/> DOWNSLOPE | <input type="checkbox"/> LEVEL | <input type="checkbox"/> RIDGE | <input type="checkbox"/> STEEP HILL |
| <input type="checkbox"/> FOREST | <input type="checkbox"/> LOT GRADE VARIES | <input type="checkbox"/> ROCK OUTCROPPING | <input type="checkbox"/> UPSLOPE |

FRONTAGE TYPE Up to 3 entries allowed

- | | | | |
|--|--------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> BAY/HARBOR | <input type="checkbox"/> GOLF COURSE | <input type="checkbox"/> OCEANFRONT | <input type="checkbox"/> WATERFRONT |
| <input type="checkbox"/> BORDERS GOVERNMENT LAND | <input type="checkbox"/> LAKEFRONT | <input type="checkbox"/> RIVER | |

BUILDING FEATURES Up to 12 entries allowed

- | | | | | |
|---|--|---|---|---|
| <input type="checkbox"/> 11-15 FT CEILINGS | <input type="checkbox"/> CAFETERIA | <input type="checkbox"/> FENCED YARD | <input type="checkbox"/> LOADING DOCK | <input type="checkbox"/> SHOWROOM |
| <input type="checkbox"/> 16-20 FT CEILINGS | <input type="checkbox"/> CARPETING | <input type="checkbox"/> GAS PUMP | <input type="checkbox"/> LOADING ZONE | <input type="checkbox"/> STORAGE |
| <input type="checkbox"/> 20 OR MORE FT CEILINGS | <input type="checkbox"/> CONFERENCE ROOM | <input type="checkbox"/> GAS TANK | <input type="checkbox"/> OUTSIDE SIGN | <input type="checkbox"/> TELEPHONE SYSTEM |
| <input type="checkbox"/> 8 FT CEILINGS | <input type="checkbox"/> DISPLAY WINDOW | <input type="checkbox"/> HYDRANT(S) | <input type="checkbox"/> OVERHEAD CRANE | <input type="checkbox"/> TRUCK DOOR |
| <input type="checkbox"/> 8-10 FT CEILINGS | <input type="checkbox"/> ELEVATOR(S) | <input type="checkbox"/> KITCHEN FACILITIES | <input type="checkbox"/> RECEPTION AREA | |
| <input type="checkbox"/> APARTMENT INCLUDED | <input type="checkbox"/> ESCALATOR(S) | <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> REST ROOM(S)-PRIVATE | |
| <input type="checkbox"/> BASEMENT | <input type="checkbox"/> EXERCISE ROOM | <input type="checkbox"/> LIVING QUARTERS | <input type="checkbox"/> REST ROOM(S)-PUBLIC | |

TERMS Up to 5 entries allowed

- | | | | |
|--|--|--|--------------------------------------|
| <input type="checkbox"/> 1031 EXCHANGE | <input type="checkbox"/> FARM LOAN | <input type="checkbox"/> OWNER MAY CARRY 2 ND | <input type="checkbox"/> TRADE |
| <input type="checkbox"/> ASSUMABLE | <input type="checkbox"/> LEASE OPTION | <input type="checkbox"/> OWNER MAY CARRY 3 RD | <input type="checkbox"/> NONE |
| <input type="checkbox"/> BUSINESS USED AS COLLATERAL | <input type="checkbox"/> NEW LOAN | <input type="checkbox"/> SBA LOAN | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CASH | <input type="checkbox"/> OTHER COLLATERAL REQUIRED | <input type="checkbox"/> SECURED BY BUYERS RE | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> CONVENTIONAL | <input type="checkbox"/> OWNER MAY CARRY | <input type="checkbox"/> SPCL-CNTRCT/ADDM-CLA | |

POSSESSION (R) Up to 2 entries allowed

- | | | |
|--|--|--------------------------------------|
| <input type="checkbox"/> CLOSE OF ESCROW | <input type="checkbox"/> NEGOTIABLE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> IMMEDIATE | <input type="checkbox"/> UUC FILING DATE | <input type="checkbox"/> SEE REMARKS |

DISCLOSURES/DOCUMENTS Up to 10 entries allowed

- | | | | |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> APPRAISAL | <input type="checkbox"/> COPY OF LEASE AT LISTING OFFICE | <input type="checkbox"/> LEASE AGREEMENT | <input type="checkbox"/> SIGN CONTROL |
| <input type="checkbox"/> ASSOCIATION DUES | <input type="checkbox"/> DISCLOSURE PACKAGE AVAILABLE | <input type="checkbox"/> LEDGERS | <input type="checkbox"/> TAX RETURN |
| <input type="checkbox"/> BALANCE SHEET | <input type="checkbox"/> EQUIPMENT & FIXTURES | <input type="checkbox"/> NATURAL HAZARD DISCLOSURE AVAILABLE | |
| <input type="checkbox"/> BOOKS AT LISTING OFFICE | <input type="checkbox"/> EQUIPMENT LIST AT LISTING OFFICE | <input type="checkbox"/> P&L STATEMENT | |
| <input type="checkbox"/> CC&RS | <input type="checkbox"/> INVENTORY LIST | <input type="checkbox"/> PROPERTY INFO PACKET | |

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Broker's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____