



Also includes input fields for Condominium and Townhouse Categories on last few pages
 INFORMATION DEEMED RELIABLE BUT NOT GUARANTEED
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North Texas Real Estate Information Systems, Inc.

Commercial Lease Input Form

Property Information

*** Property Sub Type**

- Business
- Hotel/Motel
- Industrial
- Office
- Retail
- Warehouse

*** Listing Agreement Type**

- Exclusive Right to Sell
- Exclusive Right With Exception
- Exclusive Agency
- Exclusive Agency with Reservation
- Exclusive Right to Lease

*** Transaction Includes**

- Building Only
- Business
- Franchise
- Furniture
- Inventory
- Land & Improvements
- Land Only
- Machinery
- Other

*** Business Type**

- Accounting
- Administrative and Support
- Advertising
- Agriculture
- Animal Grooming
- Appliances
- Aquarium Supplies
- Arts and Entertainment
- Athletic
- Auto Body
- Auto Dealer
- Auto Glass
- Auto Parts
- Auto Rent/Lease
- Auto Repair-Specialty
- Auto Service
- Auto Stereo/Alarm
- Auto Tires
- Auto Wrecking
- Bakery
- Bar/Tavern/Lounge
- Barber/Beauty
- Bed & Breakfast
- Books/Cards/Stationary

- Butcher
- Cabinets
- Candy/Cookie
- Car Wash
- Carpet/Tile
- Child Care
- Church
- Clothing
- Commercial
- Computer
- Construction/Contractor
- Convalescent
- Convenience Store
- Dance Studio
- Decorator
- Deli/Catering
- Dental
- Distribution
- Doughnut
- Drugstore
- Dry Cleaner
- Education/School
- Electronics
- Employment
- Farm
- Fast Food
- Financial
- Fitness
- Florist/Nursery
- Food & Beverage
- Forest Reserve
- Franchise
- Furniture
- Gas Station
- Gift Shop
- Grocery
- Hardware
- Health Food
- Health Services
- Hobby
- Home Cleaner
- Hospitality
- Hotel/Motel
- Ice Cream/Frozen Yogurt
- Industrial
- Jewelry
- Landscaping
- Laundromat
- Liquor Store
- Locksmith
- Manufacturing
- Medical
- Mixed

- Mobile/Trailer Park
- Music
- Nursing Home
- Office Supply
- Paints
- Parking
- Pet Store
- Photographer
- Pizza
- Printing
- Professional Office
- Professional Service
- Real Estate
- Recreation
- Rental
- Residential
- Restaurant
- Retail
- Saddlery/Harness
- Sporting Goods
- Storage
- Toys
- Transportation
- Travel
- Upholstery
- Utility
- Variety
- Video
- Wallpaper
- Warehouse
- Wholesale
- Other



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North Texas Real Estate Information Systems, Inc.

Commercial Lease Input Form

Property Information

*** # Units**

Adult Community YN

- Yes
- No

*** List Price**

*** Stories Total**

*** Construction Status**

- Preowned
- New Construction - Complete
- New Construction - Incomplete
- Proposed
- Unknown

*** List Date**

Floor Location

*** Expire Date**

Building Number

*** Construction Material**

- Aluminum Siding
- Block
- Board & Batten Siding
- Brick
- Cedar
- Concrete
- Fiber Cement
- Fiberglass Siding
- Frame
- Log
- Metal Siding
- Plaster
- Rock/Stone
- Siding
- Steel Siding
- Stone Veneer
- Stucco
- Tilt Wall
- Unknown
- Vinyl Siding
- Wood
- See Remarks
- Other

*** Year Built**

Multiple Zoning

- Yes
- No

Year Built Source

- Appraiser
- Assessor
- Builder
- Estimated
- Owner
- Public Records
- See Remarks
- Other

*** Zoning Description**

***Gross SqFt**

Characters Remaining: 225

*** Building Area Total (SqFt)**

*** Parcel ID**

*** Building Area (SqFt) Source**

- Appraiser
- Assessor
- Builder
- Other
- Owner
- Plans
- Public Records
- See Remarks

Additional Parcel ID

*** Will Subdivide YN**

- Yes
- No
- Subdivided

***Multi Parcel ID YN**

- Yes
- No

Business Name

*** Building Use**

- Automotive
- Bar/Taverns
- Beauty/Barber
- Building Services
- Church
- Designated Historical Bldg.
- Food Service
- Historical District
- Hotel/Motel
- Industrial
- Laundromat
- Medical
- Office
- Office/Warehouse
- Restaurant
- Retail
- Schools
- Storage Warehouse
- Wholesale
- Other

Low List Price



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North Texas Real Estate Information Systems, Inc.

Commercial Lease Input Form

Location Information

* Street/Box Number	Street Dir	* Street Name	StreetType
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Street Dir/Suffix	Unit #	* State	* County/Parish
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* Zip Code	Zip + 4	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>

Lot	Tax Block	Additn'l Legal Desc
<input type="text"/>	<input type="text"/>	<input type="text"/>

Lake Name

Planned Development

*** Subdivision**



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Commercial Lease Input Form

Features Info

Property Association Fee Type

- Assoc. Dues Mandatory
- Association Dues Optional
- Parking Fees

Freight Doors

- Dock/Grade
- Dock/High
- Grade Level
- Grade/Rail
- Loading Dock
- Pit Dock
- Rail
- Ramp Dock
- Slip
- Other
- No Dock

*** Roof**

- Asphalt
- Built-Up
- Composition
- Concrete
- Fiber Cement
- Fiberglass
- Flat
- Metal
- Mixed
- Shake
- Shingle
- Slate
- Spanish Tile
- Synthetic
- Tar/Gravel
- Tile
- Wood
- Other

Security Features

- Burglar
- Carbon Monoxide Detector(s)
- Fire Alarm
- Fire Sprinkler System
- Firewall(s)
- Gated Community
- Key Card Entry
- Prewired
- Security Gate
- Security Guard
- Security Lights
- Security Service
- Security System
- Security System Leased
- Security System Owned
- Smoke Detector(s)
- Unknown
- Wireless
- Other

Owner Pays

- All Utilities
- Association Fees
- Cable TV
- Common Area Maintenance
- Electricity
- Exterior Maintenance
- Gas
- Grounds Care
- Insurance
- Management
- Parking Fee
- Pest Control
- Pool Maintenance
- Roof Maintenance
- Security
- Sewer
- Taxes
- Trash Collection
- Water
- Other
- None

Walls

- Brick
- Cement
- Cement Block
- Metal
- Other
- Paneling
- Papered
- Plaster
- Texture
- Unfinished

*** Flooring**

- Adobe
- Bamboo
- Brick
- Brick/Adobe
- Carpet
- Ceramic Tile
- Clay
- Combination
- Concrete
- Cork
- Dirt
- Granite
- Hardwood
- Laminate
- Linoleum
- Luxury Vinyl Plank
- Marble
- Painted/Stained
- Parquet
- Pavers
- Reclaimed Wood
- See Remarks
- Simulated Wood
- Slate

- Softwood
- Stamped
- Stone
- Sustainable
- Terrazzo
- Tile
- Travertine Stone
- Varies
- Vinyl
- Wood
- Wood Under Carpet
- None
- Other
- See Remarks

*** Ceiling Height**

- Less Than 8 ft
- 8 to 10 Feet
- 11 to 14 Feet
- 15 to 20 Feet
- More than 20 Feet
- Suspended
- Other

*** Tenant Pays**

- All Utilities
- Association Fees
- Cable TV
- Common Area Maintenance
- Electricity
- Exterior Maintenance
- Gas
- Grounds Care
- Insurance
- Janitorial Service
- Management
- Parking Fee
- Pest Control
- Pool Maintenance
- Repairs
- Roof
- Security
- Sewer
- Taxes
- Trash Collection
- Water
- Other
- None

Topography

Characters Remaining: 75



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North Texas Real Estate Information Systems, Inc.

Commercial Lease Input Form

Features Info

*** Foundation**

- Block
- Bois D'Arc Post
- Brick/Mortar
- Combination
- Concrete Perimeter
- Pillar/Post/Pier
- Slab
- Stone
- Other
- None

*** Accessibility Features YN**

- Yes
 - No
- Accessibility Features
- Approach with Ramp
 - Accessible Bath - Full
 - Accessible Bath - Half+Hall
 - Accessible Bedroom
 - Accessible Doors
 - Elec. & Env. Controls
 - Accessible Elevator Installed
 - Accessible Entrance
 - Hearing-Impairment
 - Accessible Grip
 - Accessible Hallway(s)
 - Accessible Kitchen
 - Customized Wheelchair Access
 - Meet ADA Requirements
 - Smart Technology
 - Stair Lift

*** Parking Feature**

- Additional Parking
- Aggregate
- Alley Access
- Asphalt
- Assigned
- Attached Carport
- Basement
- Boat
- Carport
- Circular Driveway
- Common
- Community Structure
- Concrete
- Converted Garage
- Covered
- Deck
- Deeded
- Detached Carport
- Direct Access

- Drive Through
- Driveway
- Electric Gate
- Elec Vehicle Charging Station(s)
- Enclosed
- Epoxy Flooring
- Garage
- Garage Door Opener
- Garage Double Door
- Garage Faces Front
- Garage Faces Rear
- Garage Faces Side
- Garage Single Door
- Gated
- Golf Cart Garage
- Gravel
- Guest
- Heated Garage
- Inside Entrance
- Kitchen Level
- Leased
- Lighted
- No Garage
- None
- Off Site
- Off Street
- On Site
- On Street
- Open
- Other
- Outside
- Oversized
- Parking Lot
- Parking Pad
- Paved
- Paver Block
- Permit Required
- Private
- RV Access/Parking
- RV Carport
- RV Garage
- RV Gated
- Secured
- See Remarks
- Shared Driveway
- Side By Side
- Storage
- Tandem
- Unassigned
- Underground
- Unpaved
- Valet
- Varies by Unit
- Workshop in Garage

Road Frontage Desc

- City Street
- County Road
- Curbs/Gutters
- Easement
- FM Road
- Highway
- Interstate
- Private Road
- Sidewalk
- State Road
- Storm Sewer
- Other
- None

Special Notes

- Aerial Photo
- Affordable Housing
- Age-Restricted
- Agent Related to Owner
- Build to Suit
- Deed Restrictions
- Deep Hole Test
- Environ. Study Complete
- Feasibility Study Available
- Flood Plain
- Flowage Easement
- Highline
- Historical
- HUD
- Inland/Wetland Restrictions
- Meets ADA Guidelines
- Owner/Agent
- Perc Test
- Phase I Complete
- Phase II Complete
- Pipeline
- Res. Service Contract
- Right of First Refusal
- Section 8 Qualified
- Special Assessments
- Special Contracts/Provisions
- Survey Available
- Utility Easement
- Verify Flood Insurance
- Verify Rollback Tax
- Verify Tax Exemptions
- Other



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North Texas Real Estate Information Systems, Inc.

Commercial Lease Input Form

Lot Info

*** Lot Size Area**

Lot Dimensions

*** Lot Size (Acreage)**

- < .5 Acre (not Zero)
- .5 to < 1 Acre
- 1 to < 3 Acres
- 3 to < 5 Acres
- 5 to < 10 Acres
- 10 to < 50 Acres
- 50 to = < 100 Acres
- Over 100 Acres
- Condo/Townhome Lot
- Zero Lot

*** Lot Size Unit**

- Acres
- Square Feet

Lot Size Source

- Appraiser
- Assessor
- Builder
- Estimated
- Owner
- Plans
- Public Records
- See Remarks
- Other

Lot Features

- Acreage
- Adjacent to Greenbelt
- Agricultural
- Airstrip
- Bayou
- Bottom
- Brush
- Cleared
- Corner Lot
- Cul-De-Sac
- Few Trees
- Flag Lot
- Greenbelt
- Gullies
- Hilly
- Interior Lot
- Irregular Lot
- Landscaped
- Leasehold
- Level
- Lrg. Backyard Grass
- Many Trees
- Cedar
- Mesquite
- Oak
- Pine
- Shinnery
- Need Fill
- No Backyard Grass
- On Golf Course
- Other
- Park View
- Pasture
- Rock Outcropping
- Rolling Slope
- Rugged
- Sloped
- Sprinkler System
- Steep Slope
- Subdivision
- Swamp
- Tank/Pond
- Taxi-way
- Undivided
- Varied
- Water/Lake View
- Waterfront
- Zero Lot Line

Lake Pump YN

- Yes
- No

Platted Waterfront Boundary

Dock Permitted YN

- Yes
- No

Waterfront YN

- Yes
- No

Waterfront Features

- Canal (Man Made)
- Creek
- Dock - Covered
- Dock - Enclosed
- Dock - Uncovered
- Lake Front
- Lake Front - Common Area
- Lake Front - Corps of Engineers
- Lake Front - Main Body
- Leasehold
- Personal Watercraft Lift
- Retaining Wall - Concrete
- Retaining Wall - Other
- Retaining Wall - Steel
- Retaining Wall - Wood
- River Front
- Water Board Authority-HOA
- Water Board Authority-Private
- Beach Front



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Commercial Lease Input Form

Utility Info

*** Street/Utilities**

- Aerobic Septic
- All Weather Road
- Alley
- Asphalt
- Cable Available
- City Sewer
- City Water
- Co-op Electric
- Co-op Membership Included
- Co-op Water
- Community Mailbox
- Concrete
- Curbs
- Dirt
- Electricity Available
- Electricity Connected
- Electricity Not Available
- Gravel/Rock
- Individual Gas Meter
- Individual Water Meter
- Master Gas Meter
- Master Water Meter
- MUD Sewer
- MUD Water
- Natural Gas Available
- Outside City Limits
- Overhead Utilities
- Phone Available
- Private Road
- Private Sewer
- Private Water
- Propane
- Rural Water District
- See Remarks
- Septic
- Sewer Available
- Sewer Not Available
- Sewer Tap Fee Paid
- Sidewalk
- Underground Utilities
- Unincorporated
- Water Tap Fee Paid
- Well
- No City Services
- No Sewer
- No Water
- Other
- None

*** Heating**

- Active Solar
- Central
- Electric
- ENERGY STAR Equipment
- ENERGY STAR Installation
- Fireplace Insert
- Fireplace(s)
- Floor Furnace
- Gas Jets
- Geothermal
- Heat Pump
- Humidity Control
- Natural Gas
- Oil
- Passive Solar
- Pellet Stove
- Propane
- Solar
- Space Heater
- Wall Furnace
- Wood Stove
- Zoned
- Other
- None
- Radiant Heat Floors

*** Cooling**

- Attic Fan
- Ceiling Fan(s)
- Central Air
- Electric
- ENERGY STAR Qualified Equipment
- Evaporative Cooling
- Gas
- Geothermal
- Heat Pump
- Humidity Control
- Multi Units
- Roof Turbine(s)
- Wall Unit(s)
- Wall/Window Unit(s)
- Window Unit(s)
- Zoned
- Other
- None

*** MUD District YN**

- Yes
- No



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Commercial Lease Input Form

Environment Info

Green Sustainability

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

Indoor Air Quality

- Integrated Pest Management
- Moisture Control
- Ventilation

Building Verification

- Certified Passive House
- ENERGY STAR Certified Homes
- EnerPHit
- Green Built N. TX
- HERS Index Score
- Home Energy Score
- Home Energy Upgrade Cert of Energy Efficiency Improvements
- Home Energy Upgrade Cert of Energy Efficiency Performance
- Home Performance with ENERGY STAR
- Indoor airPLUS
- LEED For Homes
- Living Building Challenge
- NGBP - National Green
- NGBS New Construction
- NGBS Small Projects Remodel
- NGBS Whole - Home Remodel
- PHIUS+
- WaterSense
- Zero Energy Ready Home
- Pearl Certification

Green Verification URL

Green Energy Generation

- Hydro Power
- Solar
- Wind
- Assumable
- Leased
- Owned

Green Energy Features

- 12 inch+ Attic Insulation
- Appliances
- Construction
- Doors
- Drought Tolerant Plants
- Energy Recovery Ventilator
- Enhanced Air Filtration
- ET Irrigation Control
- Exposure/Shade
- Geo-thermal HVAC
- HVAC
- Incentives
- Insulation
- Lighting
- Low Flow Commode
- Mechanical Fresh Air
- Rain / Freeze Sensors
- Rain Water Catchment
- Roof
- Solar Electric System
- Solar Electric System - Leased
- Solar Electric System - Owned
- Solar Hot Water
- Thermostat
- Waterheater
- Windows

Status

- Complete
- In Process

Metric

Year

Rating

Green Water Features

- Efficient Hot Water Distribution
- Gray Water System
- Green Infrastructure
- Low-Flow Fixtures
- Water Recycling
- Water-Smart Landscaping

Green Landscaping

- Native Landscape
- Non-Toxic Fertilizer Pesticides
- Rain water Harvesting
- Veg. (Productive) Garden

Source

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

Version

Walk Score

Body



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Commercial Lease Input Form

Financial Info

*** Possession**

- 30-60 Days
- 60-90 Days
- Closing/Funding
- Lease Outstanding
- Negotiable
- Specific Date
- Subject to Lease
- Upon Completion
- Other

Lease Term

- Month To Month
- 2-3 Years
- 6 Months
- 12 Months
- Weekly
- Negotiable
- Renewal Option
- Short Term Lease
- Other
- None

Min Lease Rate (SF/MO)

Max Lease Rate (SF/MO)

*** Annual Gross Income**

*** Annual Net Income**

Lease Term Description

*** Leasable SqFt**

Average Monthly Lease

*** Annual Gross Expense**

Annual Insurance Expenses

of Leasable Spaces

of Spaces Leased

Total Annual Expenses Include

- Accounting
- Capital Improvements
- Gardener
- Insurance
- Legal
- Licenses
- Maintenance
- Maintenance Grounds
- Maintenance Structure
- Manager
- Mortgage/Loans
- New Tax
- Parking
- Payroll
- Pest Control
- Pool/Spa
- Professional Management
- Security
- Staff
- Supplies
- Trash
- Utilities
- Vacancy Allowance
- Water/Sewer
- Other

Lease Expiration Date

Occupancy Rate

Concessions

- Yes
- No



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Commercial Lease Input Form

Agent and Office Info

*** Agent ID**

Agent Name and Information

Office Name and Information

List Team ID

Team ID

Team Leader

Co List Agent ID

Co Agent Name and Information

Co Office Name and Information

*** Supervisor ID**

Supervisor Name and Information

MLSID:

Name:

Phone:

License:

List Agent Texting Allowed

- Yes
- No

Co List Agent Texting Allowed

- Yes
- No

Attribution Contact

Office Default

Listing Contact

Listing Override



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Commercial Lease Input Form

Showing Info

Consent for Visitors to Record

- Audio
- Video
- None

Notice Surveillance Devices Present

- Audio
- Video
- None

Showing Requirements

- 24 Hour Notice
- Appointment Only
- Call-Key Box
- Combination Lock Box
- Courtesy Call (Apps Svc Only)
- Day Sleeper
- Email Listing Agent
- Go (Appt Svc Only)
- Go-Key Box
- Go Show - No Appt. Needed
- Key In Office
- Occupied
- Pet(s) on Premises
- Restricted Hours
- Security System
- Showing Service
- Special
- To Be Built
- Under Construction
- Virtual Showing- Call Agent
- See Remarks
- No Lock Box
- No Sign

Showing Attended YN

- Yes
- No

*** Lockbox Type**

- Blue BT LE
- Blue iBox
- Call Listing Office
- Call Seller Direct
- Combo
- SentiLock
- Supra
- See Remarks
- Other
- None

Occupant Type

- Owner
- Tenant
- Vacant

Occupant Name

Occupant Phone

Occupant Alternate Phone

*** Lock Box Serial Number**

Lock Box Location

Access/Gate Code

*** Owner Name**

Office(s) Showing Service

*** Showing Service(s)**

- ShowingTime
- BrokerBay
- None

Showing Contact Type

- Showing Service
- Agent
- Builder
- Occupant
- Office
- Other
- Owner
- Property Manager

Showing Contact Phone

Showing Contact Phone Ext

Showing Instructions

Characters Remaining: 1000

Showing Instructions Secured (Intra Office)

Characters Remaining: 255



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Commercial Lease Input Form

Remarks

Listings will appear on

- Homes.com
- Members IDX Websites
- NTREIS Translator
- Realtor.com
- Realtors Property Resource
- Syndicate Listing

Allow Address Display

- Yes
- No

Allow AVM

- Yes
- No

Allow Comments/Reviews

- Yes
- No

Allow Internet Display

- Yes
- No

Public Driving Directions

Characters Remaining: 300

Property Description

Characters Remaining: 1000

Excludes

Characters Remaining: 150

Private Remarks

Characters Remaining: 1000

Intra Office Remarks

Characters Remaining: 225



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Commercial Lease Input Form

Owner(s) have examined the information contained in this profile sheet and warrant that information contained herein is true and correct to the best of their knowledge.

Owner's Signature _____

Owner's Signature _____

Signed the _____ day of _____ 20 _____

NOTE: Any information changes and/or status changes should be made on a separate listing modification form and entered into the Multiple Listing Service within the time specified in the Multiple Listing Service Rules & Regulations. I certify that a written listing agreement has been executed on the above property and that it complies with the Rules & Regulations of the Multiple Listing Service.

Participant/Subscriber for Participant _____
