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## COMMERCIAL Residential Income Multi-Units 5+

LISTING # (ASSIGNED BY COMPUTER)

AREA (4)◆A    HOUSE # (6)◆A    DIR A    STREET NAME (20)◆A    CITY (16)◆A

ZIP CODE (5)◆A + 4 (4)    THOMAS BROS MAP (5)◆A    ASSESSOR PARCEL NUMBER (APN) (16) A    LIST PRICE (8)◆    LISTING DATE (10)◆    EXPIRATION DATE (10)◆

TYPE OF BUILDING (2) ◆    LISTING TYPE ◆    LISTING SERVICE ◆    CENSUS TRACT A    PHOTO ◆

AC APT COMPLEX    HR HIGHRISE (7+ FLRS)  
 GA GARDEN APTS    NC NEW CONSTRUCTN  
 FL FLATS    SB SECURITY BLDG  
 LR LOWRISE (1-3 FLRS)    TH TOWNHOUSE  
 MR MIDRISE (4-6 FLRS)    OT OTHER  
 ER-EXCLRIGHT    L-LIMITED SERVICE  
 EA-EXCL AGENCY    F-FULL SERVICE  
 OP-OPEN    E-ENTRY ONLY  
 NT-NET

DUAL VARIABLE COMP DISC ◆    COMPENSATION TO SELLING OFFICE (6) ◆    ZONING (4)    YEAR BUILT ◆A (4 #S REQUIRED)    CITY TRANS TAX ◆A    POINT OF SALE ORDINANCE ◆A    TOT # OF UNITS ◆

Y-YES    N-NO    Y-YES    N-NO    Y-YES    N-NO

LISTING AGENT NAME ◆    LISTING AGENT EMAIL ADDRESS A

LISTING AGENT PHONE (10) ◆    EXT. (4)    LISTING AGENT FAX ◆ A

LISTING OFFICE NAME ◆ A    LISTING OFFICE PHONE (10) ◆ A    EXT. (4)

CO-LIST AGENT NAME    CO-LIST AGENT EMAIL ADDRESS A

CO-LIST AGENT PHONE (10)    EXT. (4)    CO-LIST AGENT FAX A

DIRECTIONS TO PROPERTY (31)    DISTRICT/NEIGHBORHOOD/SUBDIVISION (16)

CROSS STREET (16) ◆    APX. LOT SQ. FT (7) ◆A    APX. LOT ACRES (7) ◆A    TOT BLDG SQ. FT. ◆A    TOT PARK SPACES ◆

SHOWING ACCESS INFORMATION (31)    LOCKBOX ◆    LOCKBOX LOCATION (14)

Y-YES    N-NO

OCCUPANT NAME (18)    OCCUPANT PHONE (10)    OCCUPIED BY ◆    OCPNT REQ 24HR ◆    MANAGER'S UNIT

O-OWNER    T-TENANT  
 M-MANAGER    V-VACANT

HOW MANY THIS TYPE?	APPROX. SQ. FT.	RENT	O - OWNER T - TENANT V - VACANT	# BR	# BA	# PARKING SPACES	DINING RM Y/N	AIR COND. Y/N	FIREPLACE Y/N	REFRIG. Y/N	RANGE /OVEN Y/N

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**CONFIDENTIAL REMARKS - 150**

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**ADVERTISING REMARKS - 300**

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**FINANCIALS**

ANNUAL TAXES \$ ◆ ANNUAL VACANCY \$ ◆ ANN EXP YR ◆ CAP RATE GROSS RENT MULTIPLIER APRX EQUITY

TOT DEPOSITS ◆ ANN RENT INC ◆ ANNUAL MISC INC ◆ ANN EFFCTV GR INC ◆ GR OPER ACT INC ◆ ANN GR SCHED INC ◆ NET OPER INCOME \$ ◆

ANN INSURNC EXP ◆ ANN MGMT EXP ◆ ANN LICENSE EXP ◆ ANN UTIL EXP ◆ OTHER ANN EXP ◆ ANN MAINT EXP ◆ TOT ANN OPER EXP ◆

**Loan Information**

1ST LOAN PYMT (P&I) 1ST BALANCE 1ST LOAN NUMBER 1ST LENDER 1ST - YRS REMAINING INT RATE % OTHER LOANS

V - VARIABLE  
F - FIXED  
Y - YES  
N - NO

**CIRCLE APPLICABLE SELECTIONS**

**A. ADDTL FEATURES MISC. ◆**

- 1 BALCONY/PATIO
- 2 CABLE TV, WIRED FOR
- 3 CLUBHOUSE
- 4 ELEVATOR
- 5 EXTRA STORAGE
- 6 GARDEN
- 7 GREENBELT
- 8 IN-GROUND POOL
- 9 LAWN SPRINKLER
- 10 PLAY AREA
- 11 RECREATION
- 12 SAUNA/ SPA/ HOTTUB
- 13 SECURITY BUILDING
- 14 SOLAR FOR POOL
- 15 TENNIS COURT(S)
- 16 NONE
- 17 OTHER

**B. ALL UNITS HAVE**

- 1 DECK
- 2 DISHWASHER
- 3 GARBAGE DISPOSAL
- 4 MICROWAVE
- 5 OVEN DOUBLE
- 6 OVEN & RANGE BUILT-IN
- 7 OVEN & RANGE FREE-STANDING
- 8 PATIO
- 9 REFRIGERATOR
- 10 TRASH COMPACTOR
- 11 UPDATED BATH(S)
- 12 UPDATED KITCHEN
- 13 OTHER

**C. BASEMENT ◆**

- 1 APT IN BASEMENT
- 2 FINISHED
- 3 PARTIAL
- 4 SEPARATE ENTRY
- 5 STORAGE AREA
- 6 UNFINISHED
- 7 NONE
- 8 OTHER

**D. COOLING ◆**

- 1 CEILING FAN(S)
- 2 CENTRAL 1 ZONE A/C
- 3 CENTRAL 2 OR 2+ ZONES A/C
- 4 NEW CONSTRUCTION OPTION
- 5 SWAMP COOLER
- 6 WHOLE HOUSE FAN
- 7 WINDOWS / WALL UNIT(S)
- 8 NONE
- 9 OTHER

**E. DISABLED FEATURES**

- 1 DISABLED BATH FEAT
- 2 DISABLED KIT FEAT
- 3 ELEVATOR
- 4 FLASHING DRBELL WARNING
- 5 HALLS/DOORS - 3 FT WIDE
- 6 LOWER LIGHT SWITCHES
- 7 STAIR LIFT
- 8 WHEELCHAIR RAMP(S)
- 9 OTHER

**F. DISCLOSURES ◆**

- 1 AGT RELATED TO PRINCIPAL
- 2 ARCHITECTURAL APPRL REQD
- 3 BUILDING RESTRICTIONS
- 4 CURRENT BUS LIC

- 5 EASEMENTS
- 6 EXCLUSIONS - SEE REMARKS
- 7 FIRE HAZARD AREA
- 8 FIRST RIGHT OF REFUSAL
- 9 FIXER-HANDYMAN SPECIAL
- 10 GEOLOGICAL RESTRICTIONS
- 11 HAZARDOUS WASTE AREA
- 12 HOME WARRANTY PLAN
- 13 MELLO-ROOS DISTRICT
- 14 MORATORIUM
- 15 NATURAL HAZ DISCLOSURE
- 16 OWNER LIC REAL EST AGT
- 17 PROBATE/COURT APPROVAL
- 18 PROBATE/INDEPEND ADM.
- 19 RENT CONTROL
- 20 REO / BANK OWNED
- 21 SEISMIC HAZARDS ZONE
- 22 SHORT PAY TRANS
- 23 SPECIAL ASSMT / BONDS
- 24 SPECIAL FLOOD HAZ AREA
- 25 SPECIAL HAZARDS ZONE
- 26 SPECIAL STUDIES ZONE
- 27 NONE
- 28 OTHER - CALL / SEE AGENT

**G. EQUIPMENT ADDITIONAL ◆**

- 1 CENTRAL VACUUM
- 2 DRYER
- 3 DSL / MODEM LINE
- 4 ELECTRONIC AIR CLEANER
- 5 FIRE ALARM SYSTEM
- 6 FIRE SPRINKLERS
- 7 GARAGE DOOR OPENER
- 8 INTERCOM
- 9 MIRRORED CLOSET DOOR(S)
- 10 SATELLITE DISH - OWNED
- 11 SECURITY ALARM - LEASED

- 12 SECURITY ALARM - OWNED
- 13 STEREO SPEAKERS BUILT-IN
- 14 TV ANTENNA
- 15 WASHER
- 16 WATER FILTER SYSTEM
- 17 WATER HEATER ELECTRIC
- 18 WATER HEATER GAS
- 19 WATER HEATER SOLAR
- 20 WATER SOFTENER SYSTEM
- 21 WINDOW COVERINGS
- 22 NONE
- 23 OTHER

**H. EXISTING LOAN TYPE ◆**

- 1 ARM
- 2 ASSUMABLE CLEAR
- 3 ASSUMABLE QUALIFY
- 4 PRIVATE
- 5 WRAP
- 6 NONE
- 7 OTHER

**I. EXTERIOR ◆**

- 1 ALUMINUM SIDING
- 2 BRICK
- 3 BRICK VENEER
- 4 COMPOSITION SHINGLES
- 5 CONCRETE
- 6 CONCRETE BLOCK
- 7 DUAL PANE WINDOWS
- 8 LAP
- 9 MASONITE
- 10 MASONRY
- 11 METAL
- 12 STEEL BLOCK
- 13 STONE
- 14 STUCCO

- 15 TILT-UP
- 16 VINYL SIDING
- 17 WOOD FRAME
- 18 WOOD SHINGLES
- 19 WOOD SIDING
- 20 NONE
- 21 OTHER

**J. FINANCIAL DATA SOURCE ◆**

- 1 ACCOUNTANT
- 2 ESTIMATED
- 3 INCOMPLETE
- 4 LIMITED INFO
- 5 OWNER
- 6 PROJECTED
- 7 TAX RETURN
- 8 NONE
- 9 OTHER

**K. FLOORS ◆**

- 1 BRICK
- 2 CONCRETE SLAB
- 3 HARDWOOD FLOORS
- 4 HARDWOOD FLOORS THROUGHOUT
- 5 LAMINATE
- 6 LINOLEUM
- 7 PARQUET
- 8 PARTIAL CARPETING
- 9 STONE(MARBLE, SLATE, ETC.)
- 10 TILE
- 11 UNFINISHED
- 12 VINYL
- 13 WALL TO WALL CARPETING
- 14 WOOD
- 15 NONE
- 16 OTHER

**L. HEATING ◆**

- 1 BASEBOARD
- 2 CENTRAL GRAVITY
- 3 ELECTRIC
- 4 FLOOR FURNACE
- 5 FORCED AIR 1 ZONE
- 6 FORCED AIR 2 ZNS OR MORE
- 7 GAS
- 8 HEAT PUMP
- 9 INDIVIDUAL RM CONTROLS
- 10 PERIMETER
- 11 RADIANT
- 12 SOLAR
- 13 SPACE HEATER
- 14 STEAM
- 15 WALL FURNACE
- 16 NO HEAT
- 17 OTHER HEAT

**M. INSPECTION REPORTS AVAILABLE**

- 1 ASBESTOS
- 2 DRAINAGE
- 3 ELECTRICAL
- 4 ENGINEERING
- 5 FIRE/HEALTH/CITY
- 6 FIREPLACE
- 7 FURNACE
- 8 HOME
- 9 PEST
- 10 POOL
- 11 RADON
- 12 ROOF
- 13 SEPTIC SYSTEM
- 14 SEWER LATERAL TEST
- 15 SOILS
- 16 STRUCTURAL
- 17 OTHER

**N. LAUNDRY**

- 1 220 VOLT OUTLET
- 2 COIN OPERATED
- 3 COMMON ROOM
- 4 COMMUNITY FACILITY
- 5 DRYER
- 6 GAS DRYER HOOKUP
- 7 IN BASEMENT
- 8 IN CLOSET
- 9 IN GARAGE

- 10 IN LAUNDRY ROOM
- 11 INSIDE UNIT
- 12 LAUNDRY EQUIP - LEASED
- 13 LAUNDRY EQUIP - OWNED
- 14 WASHER
- 15 WASHER / DRYER HOOKUPS
- 16 OTHER

**O. LOT DESCRIPTION ◆**

- 1 2 HOUSES / 1 LOT
- 2 ADJ TO/ON GOLF COURSE
- 3 AGRICULTURE USE
- 4 BAY FRONT / BEACH
- 5 BOAT DOCK
- 6 CLOSE TO CLUBHOUSE
- 7 CORNER
- 8 COURT
- 9 CREEK FRONT
- 10 CUL-DE-SAC
- 11 DOWN SLOPE
- 12 HORSES POSSIBLE
- 13 IRREGULAR
- 14 LAGOON
- 15 LAKEFRONT
- 16 LEVEL
- 17 POND
- 18 PREMIUM LOT
- 19 REGULAR
- 20 RIVER FRONT
- 21 SECLUDED
- 22 UP SLOPE
- 23 VINEYARD
- 24 NO LOT
- 25 OTHER

**P. ON-SITE PARKING DESC ◆**

- 1 ATTACHED GARAGE
- 2 BELOW BUILDING PARKING
- 3 CARPORT - 1
- 4 CARPORTS - 2 OR MORE
- 5 CONVERTED GARAGE
- 6 COVERED PARKING
- 7 DETACHED GARAGE
- 8 ENCLOSED GARAGE
- 9 GARAGE PARKING
- 10 GUEST PARKING
- 11 INTERIOR ACCESS FRM GAR
- 12 NO PARKING ON SITE
- 13 OFF STREET PARKING
- 14 PARKING AREA
- 15 RV / BOAT PARKING
- 16 SECURITY GARAGE
- 17 SIDE YARD ACCESS
- 18 SPACES ASSIGNED
- 19 SPACE PER UNIT - 1
- 20 SPACE PER UNIT - 2
- 21 TANDEM PARKING
- 22 UNDERSIZED GARAGE
- 23 NONE
- 24 OTHER

**Q. OPERATING EXPENSES**

- 1 ACCOUNTING/LEGAL
- 2 ELECTRIC
- 3 GAS
- 4 INSURANCE
- 5 JANITORIAL
- 6 LICENSE/ADS
- 7 MAINTENANCE/REPAIR
- 8 MANAGEMENT
- 9 MISCELLANEOUS/OTHER
- 10 PROPERTY TAX/ASSMTS
- 11 SWIMMING POOL
- 12 TRASH REMOVAL
- 13 UTILITIES
- 14 VACANCY FACTOR
- 15 WATER
- 16 OTHER

**R. POSSESSION ◆**

- 1 COE
- 2 NEGOTIABLE
- 3 TENANTS RIGHTS
- 4 UPON COMPLETION
- 5 NONE

- 6 OTHER
- S. ROOF ◆**
- 1 COMPOSITION SHINGLES
  - 2 METAL
  - 3 POLYURETHANE FOAM
  - 4 ROLLED COMPOSITION
  - 5 SLATE
  - 6 TAR AND GRAVEL
  - 7 TILE
  - 8 UNKNOWN
  - 9 WOOD SHAKES/SHINGLES
  - 10 NONE
  - 11 OTHER

**T. SEPARATE METERS**

- 1 ELECTRIC
  - 2 GAS
  - 3 WATER
  - 4 OTHER
- U. SOME UNITS HAVE**
- 1 DECK
  - 2 DISHWASHER
  - 3 DISPOSAL
  - 4 MICROWAVE
  - 5 OVEN DOUBLE
  - 6 OVEN & RANGE BUILT-IN
  - 7 OVEN & RANGE FREE-STANDING
  - 8 PATIO
  - 9 REFRIGERATOR
  - 10 TRASH COMPACTOR
  - 11 UPDATED BATH(S)
  - 12 UPDATED KITCHEN
  - 13 OTHER

**V. TENANT PAYS ◆**

- 1 ASSOCIATION FEES
- 2 CABLE TV
- 3 ELECTRIC
- 4 GARDENER
- 5 GAS
- 6 INSURANCE
- 7 PARKING
- 8 TAXES
- 9 TRASH
- 10 WATER
- 11 NONE
- 12 OTHER

**W. TERMS ◆**

- 1 ASSUMABLE
- 2 C.H.F.A.
- 3 CASH
- 4 COMPLEX FHA APPROVED
- 5 COMPLEX VA APPROVED
- 6 CONTRACT OF SALE
- 7 CONVENTIONAL
- 8 1031 EXCHANGE
- 9 FHA
- 10 INSTALLMENT SALE
- 11 LEASE OPTION
- 12 MATCH & SELL
- 13 OMC 1ST
- 14 OMC 2ND
- 15 OTHER NOTES
- 16 PRICE AS IS
- 17 RELEASES
- 18 SUBJECT TO SUBORDINATION
- 19 TRADE
- 20 VA
- 21 NONE
- 22 OTHER

**X. UNITS - OTHER**

- 1 DETACHED COTTAGE(S)
- 2 OFFICE(S) INCLUDED
- 3 PENTHOUSE(S)
- 4 STORE(S) INCLUDED
- 5 OTHER

**Y. VIEWS**

- 1 BAY
- 2 BAY BRIDGE
- 3 CANYON

- 4 CARQUINEZ
- 5 CITY LIGHTS
- 6 DELTA
- 7 DOWNTOWN
- 8 FOREST
- 9 GOLDEN GATE BRIDGE
- 10 GOLF COURSE
- 11 GREENBELT
- 12 HILLS
- 13 LAKE
- 14 LAS TRAMPAS FOOTHILLS
- 15 MARINA
- 16 MOUNTAINS
- 17 MT DIABLO
- 18 PANORAMIC
- 19 PARK
- 20 PARTIAL
- 21 PASTURE
- 22 RIDGE
- 23 SAN FRANCISCO
- 24 VALLEY
- 25 WATER
- 26 WOODED
- 27 OTHER

**Z. WATER / SEWER ◆**

- 1 SEPTIC TANK
- 2 SEWER SYSTEM - PRIVATE
- 3 SEWER SYSTEM - PUBLIC
- 4 SPRING(S)
- 5 STORAGE TANK
- 6 SUMP PUMP
- 7 WATER - PRIVATE
- 8 WATER - PUBLIC
- 9 WELL - AGRICULTURAL
- 10 WELL - SHARED
- 11 WELL - PRIVATE
- 12 NONE
- 13 OTHER

**ZA. INTERNET DISPLAY ◆**

- 1 FULL STREET ADDRESS
- 2 PARTIAL STREET NAME
- 3 NO ADDRESS

**ZZ. INCLUDE ON INTERNET SITES ◆**

- 1 YES - ALL SITES
- 2 NO - NO SITES