

# Business Opportunity

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*) and conditionally required fields are denoted with a double red asterisk (\*\*).

Basics				
<b>Listing Information</b>				
<b>*List Price</b>		<b>List Price Low</b>		<b>Parcel Number</b>
<b>Additional Parcels?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Additional Parcels (Separated By Comma)</b>		
<b>County/City/Area/Tract</b>				
<b>*County</b>		<b>*City</b>		<b>MLS Area</b>
<b>Address Information</b>				
<b>*Street #</b>		<b>Str Number Ext</b>		<b>Str Direction Prefix</b>
<b>*Str Name</b>				<b>Str Suffix</b>
<b>Str Suffix Modifier</b>		<b>Str Direction Suffix</b>		<b>Unit #</b>
<b>*State</b>	<b>*Postal Code</b>		<b>Postal Code +4</b>	<b>Country</b>
<b>*Directions</b>				
<b>Basic Information</b>				
<b>*Business Type</b>		<b>*Year Built</b>		<b>*Year Built Source</b>
<b>Leasable Area</b>	<b>Leasable Area Units</b>		<b>*Year Established</b>	
<b>Building Area Total</b>		<b>Building Area Units</b>		<b>Building Name</b>
<b>Zoning</b>			<b>Living Area Source</b>	
<b>Lot Size Area</b>		<b>Lot Size Source</b>		<b>Business Name</b>
<b>Lot Size Units</b>		<b>Minimum Down Amount</b>		
<b>Lot Dimensions Source</b>				
<b>*Listing Terms</b>				
<input type="checkbox"/> 1031 Exchange	<input type="checkbox"/> FHA	<input type="checkbox"/> Lien Release	<input type="checkbox"/> Subject To Other	<input type="checkbox"/> VA No Loan
<input type="checkbox"/> Cal Vet Loan	<input type="checkbox"/> FHA 203(b)	<input type="checkbox"/> Owner May Carry	<input type="checkbox"/> Submit	<input type="checkbox"/> VA No No Loan
<input type="checkbox"/> Cash	<input type="checkbox"/> FHA 203(k)	<input type="checkbox"/> Owner Pay Points	<input type="checkbox"/> Subordinate	
<input type="checkbox"/> Cash To Existing Loan	<input type="checkbox"/> Freddie Mac	<input type="checkbox"/> Owner Survey	<input type="checkbox"/> Trade	
<input type="checkbox"/> Cash to New Loan	<input type="checkbox"/> Government Loan	<input type="checkbox"/> Owner Will Carry	<input type="checkbox"/> Trust Conveyance	
<input type="checkbox"/> Contract	<input type="checkbox"/> Land Use Fee	<input type="checkbox"/> Private Financing Available	<input type="checkbox"/> Trust Deed	
<input type="checkbox"/> Conventional	<input type="checkbox"/> Lease Back	<input type="checkbox"/> Relocation Property	<input type="checkbox"/> USDA	
<input type="checkbox"/> Fannie Mae	<input type="checkbox"/> Lease Option	<input type="checkbox"/> Subject To Court	<input type="checkbox"/> VA	

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## Description

### Public Remarks

*The Public Remarks may only contain a description of the property, its features, its location or community, specific terms to or exclusions from a sale (or lease). All text must be entered in the English language ONLY. The following are NOT allowed to appear in the property description: Gate/Alarm Codes, Lockbox Combo, FSBO, Vacant, Occupied, Open House Information, Showing Instructions, Email Addresses, Website Addresses, Phone Numbers, Agent, Assistant, Co-Lister or Owner Names, or any language that violates Fair Housing/HUD Guidelines.*

### Virtual Tour URL Unbranded

*The Virtual Tour Field shall contain ONLY a live link to a Virtual Tour of the property. The Virtual Tour may not include such things as: agent/broker photos, agent/broker names, phone numbers, web site addresses, email addresses or advertising other than about the property. No messages or solicitations of any kind. Begin your URL with HTTP:// or HTTPS://. For example <http://www.virtualtourssite.com/etc>.*

### Virtual Tour URL Unbranded 2

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## Syndication Remarks & Branded Virtual Tour

### Syndication Remarks

*Syndication Remarks may contain information intended specifically for the consumers; this includes contact and other non-confidential information. Syndication Remarks is used in place of the Property Description for syndication display. If left blank during input, syndication websites will continue to receive the text you place in the "Property Description" field.*

### Virtual Tour URL Branded

*This Virtual Tour may include Agent/Office branding and will only be used in our Syndication data feeds. Begin your URL with HTTP:// or HTTPS://. For example <http://www.virtualtourssite.com/etc>.*

### Exclusions

### Inclusions

### Business URL

### Business URL Description

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Business Details					
<b>Business Information</b>					
<b>Building Features</b>					
<input type="checkbox"/> Elevators	<input type="checkbox"/> Living Quarters	<input type="checkbox"/> Phone System	<input type="checkbox"/> Rec Room	<input type="checkbox"/> TV System	
<b>Special License</b>					
<input type="checkbox"/> Beer / Wine	<input type="checkbox"/> Class H	<input type="checkbox"/> Gambling	<input type="checkbox"/> None	<input type="checkbox"/> Other	<input type="checkbox"/> Professional
<b>Hours/Days of Operation</b>					
<input type="checkbox"/> Evenings Only	<input type="checkbox"/> Open 7 Days	<input type="checkbox"/> Open -8 Hours/Day	<input type="checkbox"/> Open Monday-Friday	<input type="checkbox"/> Open Sunday	
<input type="checkbox"/> Open 24 Hours	<input type="checkbox"/> Open 8 Hours/Day	<input type="checkbox"/> Open 8+ Hours/Day	<input type="checkbox"/> Open Saturday		
<b>*#Full Time Employees</b>		<b>*# Part Time Employees</b>		<b>Reason For Selling</b>	
<b>Equipment Value</b>			<b>Inventory Value</b>		
<b>*Ownership Type</b>					
<input type="checkbox"/> Corp	<input type="checkbox"/> Franchise	<input type="checkbox"/> LLC	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	
<b>Parking Total</b>			<b>Seating Capacity</b>		
<b>Years Current Owner</b>		<b>Hours Owner Works</b>		<b>Professional Mgmt Expense</b>	
<b>Lease Information</b>					
<b>Total Actual Rent</b>		<b>Monthly NNN</b>		<b>Equipment Expense</b>	
<b>Lease Expiration</b>		<b>Lease Assignable?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Renewable Option?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Minimum Down Payment</b>			<b>Listing Terms</b>		
<b>Financial Information</b>					
<b>Accounting Type</b> <input type="checkbox"/> Actual <input type="checkbox"/> ProForma			<b>Gross Oppurating Income</b>		
<b>Operating Expense</b>			<b>Net Profit</b>		
<b>Office &amp; MLS</b>					
<b>Listing Information</b>					
<b>*Buyer Agency Comp</b>		<b>*Buyer Agency Comp Type</b>		<b>*Dual Variable Compensation?</b>	
		<input type="checkbox"/> \$ <input type="checkbox"/> % <input type="checkbox"/> See Remarks		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Buyer Agency Comp Remarks</b>					
<b>*Listing Contract Date</b>		<b>*Expiration Date</b>		<b>Listing Service</b>	
				<input type="checkbox"/> Full Service <input type="checkbox"/> Limited Service <input type="checkbox"/> Entry Only	
<b>Sign on Property?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No					
<b>*Listing Agreement</b>					
<input type="checkbox"/> Exclusive Right To Sell <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> Exclusive Right With Exception <input type="checkbox"/> Probate <input type="checkbox"/> Open					
<b>Showing Contact Information</b>					
<b>*Showing Contact Type</b>		<b>Showing Contact Name</b>		<b>Showing Contact Phone</b>	
<input type="checkbox"/> Occupant <input type="checkbox"/> Agent <input type="checkbox"/> Owner <input type="checkbox"/> Property Manager					
<b>Ext</b>					
<b>Occupant Information</b>					
<b>*Occupant Type</b> <input type="checkbox"/> Owner <input type="checkbox"/> Vacant <input type="checkbox"/> Tenant		<b>Owner Name</b>		<b>Owner Phone</b>	
<b>Showing Information</b>					
<b>*Showing Instructions</b>					
<b>*Lock Box Location</b>					
<b>*Lock Box Description</b>					
<input type="checkbox"/> Call Listing Office	<input type="checkbox"/> Combo	<input type="checkbox"/> Multacc	<input type="checkbox"/> None	<input type="checkbox"/> Risco	
<input type="checkbox"/> See Remarks	<input type="checkbox"/> Seller Providing Access	<input type="checkbox"/> SentiLock	<input type="checkbox"/> Supra		
<b>Lock Box Version</b> <input type="checkbox"/> Supra <input type="checkbox"/> Supra BT <input type="checkbox"/> Supra BT LE			<b>Lock Box Serial Number</b>		

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## Office & MLS (Continued)

### Contact Information

Other Phone Description	Other Phone Number	Ext
<b>Preferred Order of Contact</b> — Select up to 6 contact options using the numbers 1 to 6 to specify the order.		
* ___ Agent Cell Ph	___ Agent Direct Ph	___ Agent Email
___ Agent Pager Ph	___ Agent Toll Free	___ Agent Voice Mail
___ Office Fax	___ Co-Agent Cell Ph	___ Co-Agent Direct Ph
___ Co-Agent Home Ph	___ Co-Agent Pager Ph	___ Co-Agent Toll Free
___ Other		
	___ Agent Fax	___ Agent Home Ph
	___ Agent Text Message	___ Office Ph
	___ Co-Agent Email	___ Co-Agent Fax
	___ Co-Agent Voice Mail	___ Co-Agent Text Message

### Private Remarks

### MLS

<b>Ad Number</b>	<b>Listing Paid</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Broker Loaded</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Before selecting "No" on any of the below options written authorization from the seller is required.</b>		
* <b>Send Listing to Internet</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	* <b>Send Address to Internet</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
* <b>VOW Allow Blog</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	* <b>VOW Allow AVM</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
* <b>Neighborhood Market Report Seller Participant opt-in?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		

### Agent Information

* <b>Listing Agent Public ID</b>	<b>Co-Listing Agent Pubic ID</b>
* <b>Required Email Contact</b>	

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Open House			
Open House #1			
<b>**Date</b>	<b>**Time</b>	<b>AM/PM</b>	<b>to</b>
<b>**Type</b> <input type="checkbox"/> Brokers <input type="checkbox"/> Public <input type="checkbox"/> Office/Company	<b>**Attended</b> <input type="checkbox"/> Seller <input type="checkbox"/> Attended <input type="checkbox"/> Unattended	<b>Refreshments</b>	<b>Drawing?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Directions</b>			
<b>Comments</b>			
Open House #2			
<b>**Date</b>	<b>**Time</b>	<b>AM/PM</b>	<b>to</b>
<b>**Type</b> <input type="checkbox"/> Brokers <input type="checkbox"/> Public <input type="checkbox"/> Office/Company	<b>**Attended</b> <input type="checkbox"/> Seller <input type="checkbox"/> Attended <input type="checkbox"/> Unattended	<b>Refreshments</b>	<b>Drawing?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Directions</b>			
<b>Comments</b>			
Open House #3			
<b>**Date</b>	<b>**Time</b>	<b>AM/PM</b>	<b>to</b>
<b>**Type</b> <input type="checkbox"/> Brokers <input type="checkbox"/> Public <input type="checkbox"/> Office/Company	<b>**Attended</b> <input type="checkbox"/> Seller <input type="checkbox"/> Attended <input type="checkbox"/> Unattended	<b>Refreshments</b>	<b>Drawing?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Directions</b>			
<b>Comments</b>			
Open House #4			
<b>**Date</b>	<b>**Time</b>	<b>AM/PM</b>	<b>to</b>
<b>**Type</b> <input type="checkbox"/> Brokers <input type="checkbox"/> Public <input type="checkbox"/> Office/Company	<b>**Attended</b> <input type="checkbox"/> Seller <input type="checkbox"/> Attended <input type="checkbox"/> Unattended	<b>Refreshments</b>	<b>Drawing?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Directions</b>			
<b>Comments</b>			
<p><b>“The Information contained above is furnished for the sole benefit of Participants of CRMLS. All Information is intended as representative but is not guaranteed to be accurate.”</b></p>			
<b>*Agent Signature</b>		<b>*Seller’s Signature</b>	
<b>Date</b>		<b>Date</b>	
<b>**Broker/Participant’s Signature</b>		<b>*Seller’s Signature</b>	
<b>Date</b>		<b>Date</b>	