

Property Address:



## Commercial Lease Input Form - Chico, Oroville & Paradise

An Asterisk (\*) Denotes a Required Field

Two Asterisks (\*\*) Denotes a Conditional Field

Three Asterisks (\*\*\*) Denotes a Required Conditional Field

### PROPERTY TYPE/APN

Property Subtype\*:  Med-Dental  Multi-Use  Office  Rental  Industrial  Retail Strip  Shop Center  
 Manufacturing  Warehouse  Other  RV Park

County\*:

APN\*:

### LISTING

Office\*:

Agent\*:

CoOffice:

CoAgent:

Status\*:  Active  Backup  Pending  Sold  Leased  Temporary Hold  Withdrawn  Canceled  Expired

Listing Date\*:

Expiration Date\*:

Listing Price\*:

Price Includes (max 100 char):

Price Excludes (max 100 char):

Dual Agency:  Yes  No

Agreement Type\*:  Exclusive Right  Exclusive Agency  Net Ex Agency

Scope of Service:  EO  LS

Net Ex Right  Net Open  Open  Probate Ex Agency  Probate Ex Right  
 Probate Open

Marketing Remarks (max 1000 char):

Agent Remarks (max 1000 char):

Internet/IDX\*:  Yes  No

Show Address to Public\*\*\*:  Yes  No

Show AVM to VOW\*\*\*:  Yes  No

Show Comments on VOW\*\*\*:  Yes  No

Tour/Caravan Date:

Auction:  Yes  No

Ad#:

Special Conditions:  Bankruptcy  Bidding Required  Court Approval Required  Estate Sale  NOD  
 Probate  REO

Bank Owned/REO:  Yes  No

Short Sale\*:  Yes  No

Short Sale Comments\*\*\*:

Hardship Submitted\*\*:  Yes  No

Special Disclosures:  CC&R's  CFD  Deed Restrictions  Easements  HOA  Mello Roos

### Documents Available:

<input type="checkbox"/> Abstract	<input type="checkbox"/> Equipment List	<input type="checkbox"/> Lease	<input type="checkbox"/> Site Plan
<input type="checkbox"/> Appraisal	<input type="checkbox"/> Feasibility Study	<input type="checkbox"/> Liquor License	<input type="checkbox"/> Soil Test
<input type="checkbox"/> Bed Tax Statement	<input type="checkbox"/> Financial Debt	<input type="checkbox"/> Perc Test	<input type="checkbox"/> Survey
<input type="checkbox"/> Bylaws	<input type="checkbox"/> Fixture Inventory	<input type="checkbox"/> Phase One Available	<input type="checkbox"/> Tax Returns
<input type="checkbox"/> Business License	<input type="checkbox"/> Flood Plain	<input type="checkbox"/> Phase Two Available	<input type="checkbox"/> Title Insurance
<input type="checkbox"/> CC&R's	<input type="checkbox"/> Furnish List	<input type="checkbox"/> Property Condition Stmt	<input type="checkbox"/> Topography Map
<input type="checkbox"/> Easements	<input type="checkbox"/> Inventory List	<input type="checkbox"/> Proposed Building Plan	
<input type="checkbox"/> EPA Documents	<input type="checkbox"/> Lead-Based Paint Disclosure	<input type="checkbox"/> Sales Tax Statement	

Property Address:

**PROPERTY**

Street Number\*: Street Direction:  E  N  NE  NW  S  SE  SW  W

Street Name\*: Street Suffix:

Street Post Direction:  E  N  NE  NW  S  SE  SW  W Unit:

City/Town\*: State\*: Zip Code\*: Zip Plus 4:

Cross Street\*:

Directions (max 250 char):

Region/Setting:  Foothill  Mountain  Rural  Urban Lot #: Lot Dimensions:

Census Tract: Subdivision:

Locale:  City  County  Unknown

Apx Sq Ft\*: Apx Sq Ft Source\*:  Appraiser  Seller  Tax Records  Other

Apx Lot Size:  SqFt  Acres Apx Lot Size Source:  Appraiser  Seller  Tax Records  Other

Year Built\*: Stories:  1  2  3  4+  Split Level  Basement

Zoning: Enterprise:  Yes  No

Legal Description:

Property Associations:  Dues Optional  Dues Mandatory  Parking Fees

**COMPENSATION/SHOWING**

Commission\*: Variable Rate\*:  Yes  No

Owner Name: Owner Phone:

Occupant Type\*:  Owner  Tenant  Vacant  Caretaker Occupant Name:

Phone To Show: Lockbox\*:  Yes  No Lockbox Location:

Showing Instructions (max 250 char):

**Showing:**  
 1 Hr-NAGS  Call Manager  Lockbox  Show Any Time  
 2 Hr-NAGS  Call Owner  Lock Box Vacant  Sign on Property  
 24 Hour Notice  Call Tenant  No Sign  Tenant Occupied  
 Alarm  Caution - Pets  Owner Occupied  Vacant  
 Appointment Only  Drive By  Restricted Days  
 Call Agent  Key at Office  Restricted Hours  
 Call Office  List Agent Must be Present  Security Alarm

**FINANCING/TERMS**

Current Financing (1<sup>st</sup>):  Assumable  Conventional  Free & Clear  Non-Assumable  Private

**Terms:**  
 Assumable Loan  Exchange  Lease Option  Seller Carry 2<sup>nd</sup>  Submit  
 Cash  Farm Credit  Lease Purchase  Price "AS IS"  Trade  
 Conventional  FMHA  Seller Carry  Seller Financing  Wrap

**Possession:**  Assigned Rent  At Closing  Closing + Days  Completion  Immediate **Possession Date:**  
 Interim Occupancy  Loan Approval  Negotiable  Sec. Deposit Required

**Occupancy:**  CPI Change  Gross Lease  Net Lease **Sales Options:**  
 Full Service  Modified Gross Lease  Adjacent Land Avail  Total Parcel Only  
 Divided

Property Address:

**Sale Includes:**

- Building(s)       Equipment       Furniture       Land & Improvement       Licenses  
 Business       Franchise       Inventory       Land Only

**INCOME / EXPENSE**

<b>Gross Revenue:</b>	<b>Gross Income:</b>	<b>Net Income:</b>
<b>Operating Income:</b>	<b>Total Operating Exp:</b>	<b>Less Vacancy/Bad Debt:</b>
<b>Management Exp:</b>	<b>Maintenance Exp:</b>	<b>Utility Exp:</b>
<b>City Tax:</b>	<b>County Tax:</b>	<b>Insurance:</b>
<b>Other Expenses:</b>	<b>Property Taxes:</b>	<b>Tax Rate:</b>
<b>Land Value:</b>	<b>Improvement Value:</b>	<b>Total Value:</b>

**Owner Pays:**

- None       Common Area Maint       Janitorial       Other       PUD       Snow Removal  
 % Gross Income       Gas/Electric       Heating       Parking Area       Rent Only       Trash Pickup  
 Bldg Exterior Maint       Exterminating       Lawn Care       Property Mgmt       Security       Water  
 Cable/Sat       Insurance       Maintenance Fees       Property Taxes       Sewer

**Tenant Pays:**

- Other       Electric       Janitorial       Sewer       Trash Pickup  
 Cable/Sat       Heating       Maintenance Fees       Tax       Utilities  
 Common Area Expense       Insurance       Parking Area       Telephone       Water

<b>Liquor License:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Lease Rate:</b>	<b>Lease Terms:</b>
<b>Fees:</b>	<b>Fees Paid:</b> <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly	

**BUSINESS / BUILDING**

<b>Total Buildings:</b>	<b># Floors:</b>	<b>Restrooms:</b>
<b>Current Business Type:</b>		
<input type="checkbox"/> Other <input type="checkbox"/> Day Care <input type="checkbox"/> Health Club <input type="checkbox"/> Material Storage <input type="checkbox"/> Service Station <input type="checkbox"/> Buyer to Verify <input type="checkbox"/> Department Store <input type="checkbox"/> Hospital <input type="checkbox"/> Medical Office <input type="checkbox"/> Shop-Neighborhood <input type="checkbox"/> Automotive <input type="checkbox"/> Disc. Store <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> Mobile Home Prk <input type="checkbox"/> Shop-Commercial <input type="checkbox"/> Bank <input type="checkbox"/> Franchise <input type="checkbox"/> Industrial Engineering <input type="checkbox"/> Private Club <input type="checkbox"/> Shop-Regional <input type="checkbox"/> Barber/Beauty Shop <input type="checkbox"/> General Office <input type="checkbox"/> Ind. Manufacturing <input type="checkbox"/> Restaurant <input type="checkbox"/> Storage <input type="checkbox"/> Bowling Alley <input type="checkbox"/> Government <input type="checkbox"/> Laundromat <input type="checkbox"/> Fast Food <input type="checkbox"/> Theatre <input type="checkbox"/> Church <input type="checkbox"/> Grocery/Convenience <input type="checkbox"/> Liquor Store <input type="checkbox"/> Retail Store <input type="checkbox"/> Warehouse/Dist		

**Other Current Business Type\*\*:**

**Location:**  Corner       Cul-De-Sac       Frontage       Interior       Major Arteries       Mall/Strip Mall

**Potential Use:**

- Other       Day Care       Health Club       Material Storage       Service Station  
 Buyer to Verify       Department Store       Hospital       Medical Office       Shop-Neighborhood  
 Automotive       Disc. Store       Hotel/Motel       Mobile Home Prk       Shop-Commercial  
 Bank       Franchise       Industrial Engineering       Private Club       Shop-Regional  
 Barber/Beauty Shop       General Office       Ind. Manufacturing       Restaurant       Storage  
 Bowling Alley       Government       Laundromat       Fast Food       Theatre  
 Church       Grocery/Convenience       Liquor Store       Retail Store       Warehouse/Dist

**Other Potential Use\*\*:**

<b>Office SqFt:</b>	<b>Office Clear Height:</b>	<b>Ceiling Height:</b>	<b>Retail SqFt:</b>
<b>Manufac/Retail Clear Height:</b>	<b>Manufacturing SqFt:</b>	<b>Warehouse/Shop SqFt:</b>	
<b>Warehouse/Shop Clear Height SqFt:</b>			
<b>Loading:</b> <input type="checkbox"/> Dock High <input type="checkbox"/> Drive In Loading <input type="checkbox"/> Loading In Front <input type="checkbox"/> Loading In Rear <input type="checkbox"/> Vehicle Door			
<b># of Doors:</b>		<b># of Loading Docks</b>	

Property Address:

**Miscellaneous:**

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Additional Buildings | <input type="checkbox"/> Fixtures Furnished     | <input type="checkbox"/> Meets 55 & Over Requirements | <input type="checkbox"/> Private Storage Area | <input type="checkbox"/> Signage           |
| <input type="checkbox"/> Conveyor             | <input type="checkbox"/> Freight Elevator       | <input type="checkbox"/> No Pets Allowed              | <input type="checkbox"/> Railroad Access      | <input type="checkbox"/> Truck Scale       |
| <input type="checkbox"/> Deck Grade           | <input type="checkbox"/> Ground Floor Unit      | <input type="checkbox"/> Open Span                    | <input type="checkbox"/> Railroad Spur        | <input type="checkbox"/> VA Approved Condo |
| <input type="checkbox"/> Deck Truck           | <input type="checkbox"/> Handicapped Facilities | <input type="checkbox"/> Outside Storage              | <input type="checkbox"/> Security Lighting    | <input type="checkbox"/> Wash/Dryer Hookup |
| <input type="checkbox"/> Display Windows      | <input type="checkbox"/> Inside Storage         | <input type="checkbox"/> Pets Allowed                 |   | <input type="checkbox"/> Wet Sprinklers    |
| <input type="checkbox"/> FHA Approved Condo   | <input type="checkbox"/> License                | <input type="checkbox"/> Pets Allowed w/Restrictions  |   |  |
| <input type="checkbox"/> Fire Walls           | <input type="checkbox"/> Manager on Premises    |   |   |  |

<b>Bldg 1 Dimensions:</b>	<b>Bldg 1 Lease Rate:</b>	<b>Bldg 1 Cap Rate:</b>
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<b>Bldg 1 Total SqFt:</b>	<b>Bldg 1 Warehouse SqFt:</b>	<b>Bldg 1 Office SqFt:</b>
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<b>Bldg 1 Manufacturers SqFt:</b>	<b>Bldg 1 Retail SqFt:</b>	<b>Bldg 1 Max Ceiling Height:</b>
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<b>Bldg 1 Min Ceiling Height:</b>	<b>Bldg 1 Dock Doors:</b>	<b>Bldg 1 Bay Spacing:</b>
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<b>Bldg 1 Age:</b>	<b>Bldg 1 Available Electric:</b>
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<b>Bldg 2 Dimensions:</b>	<b>Bldg 2 Lease Rate:</b>	<b>Bldg 2 Cap Rate:</b>
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<b>Bldg 2 Total SqFt:</b>	<b>Bldg 2 Warehouse SqFt:</b>	<b>Bldg 2 Office SqFt:</b>
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<b>Bldg 2 Manufacturers SqFt:</b>	<b>Bldg 2 Retail SqFt:</b>	<b>Bldg 2 Max Ceiling Height:</b>
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<b>Bldg 2 Min Ceiling Height:</b>	<b>Bldg 2 Dock Doors:</b>	<b>Bldg 2 Bay Spacing:</b>
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<b>Bldg 2 Age:</b>	<b>Bldg 2 Available Electric:</b>
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<b>Bldg 3 Dimensions:</b>	<b>Bldg 3 Lease Rate:</b>	<b>Bldg 3 Cap Rate:</b>
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<b>Bldg 3 Total SqFt:</b>	<b>Bldg 3 Warehouse SqFt:</b>	<b>Bldg 3 Office SqFt:</b>
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<b>Bldg 3 Manufacturers SqFt:</b>	<b>Bldg 3 Retail SqFt:</b>	<b>Bldg 3 Max Ceiling Height:</b>
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<b>Bldg 3 Min Ceiling Height:</b>	<b>Bldg 3 Dock Doors:</b>	<b>Bldg 3 Bay Spacing:</b>
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<b>Bldg 3 Age:</b>	<b>Bldg 3 Available Electric:</b>
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**EXTERIOR**

**Road Front Footage:**

- |   |   |  |                                   |                                      |
|---|---|--|-----------------------------------|--------------------------------------|
| <b>Construction:</b>                      | <b>Exterior:</b>                            |  |                                   |                                      |
| <input type="checkbox"/> Concrete Block   | <input type="checkbox"/> Aluminum           | <input type="checkbox"/> Masonite/Rock | <input type="checkbox"/> Stone    | <input type="checkbox"/> Wood Siding |
| <input type="checkbox"/> Frame            | <input type="checkbox"/> Tilt-Up Concrete   | <input type="checkbox"/> Brick/Block   | <input type="checkbox"/> Masonary | <input type="checkbox"/> Stucco      |
| <input type="checkbox"/> Manufactured     | <input type="checkbox"/> To Be Built        | <input type="checkbox"/> Concrete      | <input type="checkbox"/> Metal    | <input type="checkbox"/> Tilt Wall   |
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Under Construction | <input type="checkbox"/> Fiberboard    | <input type="checkbox"/> Shingle  | <input type="checkbox"/> T1-11       |
| <input type="checkbox"/> Poured Concrete  | <input type="checkbox"/> Wood               | <input type="checkbox"/> Lap Siding    | <input type="checkbox"/> Steel    | <input type="checkbox"/> Vinyl       |

**Foundation:**  Brick  Concrete Block  Concrete Poured  Perimeter  Raised  Slab on Grade  Wood

- |   |   |                                      |
|---|---|--------------------------------------|
| <b>Heating:</b>                           | <b>Cooling:</b>                           | <b>Lot Shape:</b>                    |
| <input type="checkbox"/> Central Heat     | <input type="checkbox"/> Attic Fan        | <input type="checkbox"/> Irregular   |
| <input type="checkbox"/> Central Electric | <input type="checkbox"/> Ceiling Fan      | <input type="checkbox"/> Pie         |
| <input type="checkbox"/> Central Gas      | <input type="checkbox"/> Central Air      | <input type="checkbox"/> Rectangular |
| <input type="checkbox"/> Dual Pac         | <input type="checkbox"/> Dual Pac         | <input type="checkbox"/> Reverse Pie |
| <input type="checkbox"/> Forced Air       | <input type="checkbox"/> Evap. Cooler     | <input type="checkbox"/> Square      |
| <input type="checkbox"/> Heat Pump        | <input type="checkbox"/> Forced Air       |                                      |
| <input type="checkbox"/> No Heating       | <input type="checkbox"/> Heat Pump        |                                      |
| <input type="checkbox"/> Solar            | <input type="checkbox"/> No Cooling       |                                      |
| <input type="checkbox"/> Space Heater     | <input type="checkbox"/> Office A/C       |                                      |
| <input type="checkbox"/> Wood Stove       | <input type="checkbox"/> Window/Wall Unit |                                      |

- Access:**
- |   |  |                                      |  |  |                                       |
|---|--|--------------------------------------|--|--|---------------------------------------|
| <input type="checkbox"/> Airport – 1 mile   | <input type="checkbox"/> Airport – 6+ mile | <input type="checkbox"/> Easement    | <input type="checkbox"/> Interstate    | <input type="checkbox"/> Private Road  | <input type="checkbox"/> Unimproved   |
| <input type="checkbox"/> Airport – 2-3 mile | <input type="checkbox"/> City Street       | <input type="checkbox"/> Freeway     | <input type="checkbox"/> Major Highway | <input type="checkbox"/> State Highway | <input type="checkbox"/> Unpaved Road |
| <input type="checkbox"/> Airport – 4-5 mile | <input type="checkbox"/> Country Road      | <input type="checkbox"/> Gravel Road | <input type="checkbox"/> Paved Road    | <input type="checkbox"/> Town Road     | <input type="checkbox"/> US Hwy       |

- Electric:**
- |                                    |   |   |   |                                       |
|------------------------------------|---|---|---|---------------------------------------|
| <input type="checkbox"/> 220 Volts | <input type="checkbox"/> Circuit Breakers | <input type="checkbox"/> Electric Available | <input type="checkbox"/> Individual Meter | <input type="checkbox"/> Single Phase |
| <input type="checkbox"/> 440 Volts | <input type="checkbox"/> Co-op Electric   | <input type="checkbox"/> Fuses              | <input type="checkbox"/> Master Meter     | <input type="checkbox"/> Three Phase  |

Property Address:

**Water/Sewer/Gas\*:**

- City Sewer
- City Water
- Co-op Water
- Gas Available
- Ind. Meter Well
- Individual Gas
- Master Gas Meter
- Master Meter Well
- Natural Gas
- No Sewer
- No Water
- Priv. Septic System
- Public Water Avail
- Private Sewer
- Private Water
- Propane Gas
- Rural Water Avail
- Rural Water Connected
- Rural Water Membership
- Septic
- Sewer Connected
- Sewer in Street
- Sewer to Prop.
- Telephone Available
- Water Community
- Water to Prop.
- Water to Street
- Water/None
- Well

**Utilities/Services:**

- Other
- Cable
- Electric
- Edison
- Gas
- High Speed Internet
- P.G.&E.
- Private Utility
- Propane
- Public Gas
- Separate Meters
- Shared
- Solar
- Telephone Available
- Trash Pickup

**Basement:**

- Concrete Floor
- Crawl
- Dirt Floor
- Egress Window
- Full
- Fully Finished
- Partial
- Partially Finished
- Walkout

**Parking:**

- 1-5 Spaces
- 6-10 Spaces
- 11-20 Spaces
- Over 21 Spaces
- Assigned Parking
- Attached Garage
- Carport
- Common Parking
- Covered Parking
- Detached Garage
- Floor Drain
- Guest Parking
- Heated
- Insulated
- No Garage
- Off Street Parking
- On Street Parking
- Public Garage
- Tuck Under Garage
- Unpaved

**Parking Ratio:**

**Fence:**

- Chain Link
- Decorative
- Electric Gate
- Full
- Partial
- Privacy

**Exterior Features:**

- Deck
- Gas Pumps
- Grade/Recession
- Grounds Maintenance
- High Traffic Location
- High Visibility
- Highway Frontage
- In-Ground Pool
- Landscape Sprinklers
- Landscaping
- Lighting/Security
- Loading Dock(s)
- Parking 1-20 Spaces
- Parking 21+ Spaces
- Parking Covered
- Patio
- Utility Building

**Lot Information:**

- Alley Access
- Corner
- Cul-De-Sac
- Fill Dirt
- Level
- Lot-Rented
- Lot-Owned
- Private Setting
- River Frontage
- Rolling
- Sloping
- Undivided Interest
- Water Access
- Water View
- Waterfront
- Wooded

**Property Description:**

- Approve Plat
- Deed Restrictions
- Flood Zone/Ins.
- Ground Lease
- Loc. In City Limits
- Loc. In County
- Plat Recorded
- Plat Unrecorded
- Restriction(s)
- Preum. Plat Map
- Seller Will Divide
- Seller Will Not Divide
- Survey

**Roof:**

- Aluminum Cover
- Asbestos Shingles
- Built Up
- Composition
- Concrete
- Corrugated Steel
- Flat
- Insulated
- Metal
- Rolled
- Shingle
- Steel Joists
- Steel Trusses
- Tar/Gravel
- Tile/Slate
- Wood
- Wood Joists

**INTERIOR**

- Alarm & Security System:**  Burglar  Fire Sprinkler  Fire/Smoke  Monitored  Security Gate  Security Patrol

**Interior Features:**

- Break Room
- Clear Height
- Clear Span
- Column Spacing
- Conference Room
- Elevator(s)
- Extra Storage
- Fireplace(s)
- Freight Elevator
- Handicap Access
- Laundry Room
- Lobby
- Loft/ME
- Private Bathroom
- Public Bathroom
- Security Lights
- See Remarks
- Shell Only
- Show Room
- Sky Lights

- Flooring:**  Bare Concrete  Carpet  Laminate  Sealed Concrete  Slate/Stone  Tile  Vinyl  Wood

Broker's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Client's Signature: \_\_\_\_\_ Date: \_\_\_\_\_