



# BU BUSINESS OPPORTUNITY LISTING INPUT FORM

Revised 11/7/2023

**\* Denotes Required Fields**

Listing Number \_\_\_\_\_

<b>List Office Name</b> _____		<b>List Agent Name</b> _____	
<b>*List Office ID</b>	<input type="text"/>	<b>Team Member(s)</b> _____	
<b>*List Agent ID</b>	<input type="text"/>	<b>Related MLS Number(s)</b> _____	
<b>*List Price</b>	<input type="text"/>	<b>*List Date</b>	<input type="text"/>
		<b>*Expiration Date</b>	<input type="text"/>

**\*Type of Listing Agreement**

<input type="checkbox"/> A- Exclusive Right to Sell	<input type="checkbox"/> F- Exclusive Right to Sell With Dual Rate of Commission	<input type="checkbox"/> J- Facilitation/Exclusive Right to Sell With Variable Rate of Commission
<input type="checkbox"/> B- Exclusive Right to Sell With Named Exclusion	<input type="checkbox"/> G Facilitation/Exclusive Right to Sell	<input type="checkbox"/> K- Facilitation/Exclusive Right to Sell With Dual Rate of Commission
<input type="checkbox"/> D- Exclusive Agency	<input type="checkbox"/> H- Facilitation/Exclusive Right to Sell With Named Exclusion	<input type="checkbox"/> I- Facilitation/Exclusive
<input type="checkbox"/> E- Exclusive Right to Sell With Variable Rate of Commission		

**\*Compensation Based On**     Gross/Full Sale Price     Net Sale Price

**\*Sub-Agency Relationship Offered**     Yes     No

**\*Sub-Agent Compensation**   

**\*Buyer's Agent Compensation**   

**\*Facilitator Compensation**   

**\*Entry Only**     Yes     No    If entering **YES** in the Entry Only field you are hereby indicating that this listing is an Entry Only Listing and as such you will be providing no other services to the seller other than the entering of this listing into the MLS System. Please refer to Sec. 1.0 (b) Note 2 and the Definitions section of the Rules & Regulations for more information.

**\*Street #**     **\*Street Name**     **\*Town**     **\*State**     **\*Zip Code**  - **Zip 4**

**Parcel ID Number/PIN** (Max. 36 Characters)     **Area**

**\*Directions** (Max. 100 Characters)

**Sub-Agent Showing**

<input type="checkbox"/> A- Call List Office	<input type="checkbox"/> P- Appointment Required	<input type="checkbox"/> X- Video Recording/Surveillance Device on Premises
<input type="checkbox"/> C- Call List Agent	<input type="checkbox"/> T- Lock Box	<input type="checkbox"/> Y- Email List Agent
<input type="checkbox"/> K- Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> V- Sign	<input type="checkbox"/> 1- Schedule with Homesnap Showings
<input type="checkbox"/> Z- Schedule with ShowingTime	<input type="checkbox"/> W- Audio Recording/Surveillance Device on Premises	<input type="checkbox"/> L- Other (See Special Showing Instructions)
<input type="checkbox"/> O- Accompanied Showings		

**Buyer's Agent Showing**

<input type="checkbox"/> A- Call List Office	<input type="checkbox"/> P- Appointment Required	<input type="checkbox"/> X- Video Recording/Surveillance Device on Premises
<input type="checkbox"/> C- Call List Agent	<input type="checkbox"/> T- Lock Box	<input type="checkbox"/> Y- Email List Agent
<input type="checkbox"/> K- Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> V- Sign	<input type="checkbox"/> 1- Schedule with Homesnap Showings
<input type="checkbox"/> Z- Schedule with ShowingTime	<input type="checkbox"/> W- Audio Recording/Surveillance Device on Premises	<input type="checkbox"/> L- Other (See Special Showing Instructions)
<input type="checkbox"/> O- Accompanied Showings		

**Facilitator Showing**

<input type="checkbox"/> A- Call List Office	<input type="checkbox"/> P- Appointment Required	<input type="checkbox"/> X- Video Recording/Surveillance Device on Premises
<input type="checkbox"/> C- Call List Agent	<input type="checkbox"/> T- Lock Box	<input type="checkbox"/> Y- Email List Agent
<input type="checkbox"/> K- Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> V- Sign	<input type="checkbox"/> 1- Schedule with Homesnap Showings
<input type="checkbox"/> Z- Schedule with ShowingTime	<input type="checkbox"/> W- Audio Recording/Surveillance Device on Premises	<input type="checkbox"/> L- Other (See Special Showing Instructions)
<input type="checkbox"/> O- Accompanied Showings		

**Special Showing Instructions** (Max. 100 Characters)

**\*Type of Business Opportunity** (choose only one)

- |  |   |  |  |   |
|--|---|--|--|---|
| <input type="checkbox"/> Hotel/Motel         | <input type="checkbox"/> Restaurant with Liquor | <input type="checkbox"/> Restaurant without Liquor | <input type="checkbox"/> Beauty Services     | <input type="checkbox"/> Retail/Wholesale |
| <input type="checkbox"/> Service             | <input type="checkbox"/> Laundry/Dryclean       | <input type="checkbox"/> Health Center             | <input type="checkbox"/> Bar/Lounge          | <input type="checkbox"/> Package Store    |
| <input type="checkbox"/> Convenience/Grocery | <input type="checkbox"/> Auto Retail            | <input type="checkbox"/> Concessions               | <input type="checkbox"/> Other (See Remarks) |   |

**\*Year Established**

**Gross Annual Income \$**

**Net Operating Income \$**

**Gross Annual Expenses \$**

**Special Financing**

- Yes  No  Unknown  Unspecified

**\*Approximate Lot Size**

 (Sq. Ft.)

**# of Restrooms**

**Building SqFt**

**# of Loading Docks**

**# Drive-In Doors**

**Traffic Count/Day**

**Handicap Access/Features**

- Yes  No  Unknown  Unspecified

**Elevator**

- Yes  No  Unknown  Unspecified

**Equip List Available**

- Yes  No  Unknown  Unspecified

**Inventory Included**

- Yes  No  Unknown  Unspecified

**Real Estate Included**

- Yes  No  Unknown  Unspecified

**Owner Training**

- Yes  No  Unknown  Unspecified

**Related MLS Listing #**

**Business Hours**

**\*Specific Zoning Code**

**Zone Description or Title**

- A- Legal Conforming  B- Legal Non-Conforming  C- Other (See Remarks)

**\*# Parking Spaces**

**Location**

- |                                      |   |   |   |  |
|--------------------------------------|---|---|---|--|
| <input type="checkbox"/> A- Downtown | <input type="checkbox"/> E- Park          | <input type="checkbox"/> I- Industrial Park | <input type="checkbox"/> M- Highway Access            | <input type="checkbox"/> P- Corner Lot   |
| <input type="checkbox"/> B- Urban    | <input type="checkbox"/> F- Shopping Mall | <input type="checkbox"/> J- Office Park     | <input type="checkbox"/> N- Public Transportation     | <input type="checkbox"/> Q- Interior Lot |
| <input type="checkbox"/> C- Suburban | <input type="checkbox"/> G- Strip         | <input type="checkbox"/> K- Free Standing   | <input type="checkbox"/> O- Central Business District | <input type="checkbox"/> R- Neighborhood |
| <input type="checkbox"/> D- Rural    | <input type="checkbox"/> H- Historic      | <input type="checkbox"/> L- Interstate      |   |  |

**Utilities**

- |   |   |   |   |   |
|---|---|---|---|---|
| <input type="checkbox"/> A- Public Water  | <input type="checkbox"/> D- Private Sewer   | <input type="checkbox"/> G- Natural Gas | <input type="checkbox"/> J- 220 Volts   | <input type="checkbox"/> N- Fiber Optic         |
| <input type="checkbox"/> B- Private Water | <input type="checkbox"/> E- Water Available | <input type="checkbox"/> H- Bottled Gas | <input type="checkbox"/> K- 440 Volts   | <input type="checkbox"/> O- Leased Propane Tank |
| <input type="checkbox"/> C- Public Sewer  | <input type="checkbox"/> F- Sewer Available | <input type="checkbox"/> I- 110 Volts   | <input type="checkbox"/> L- Three Phase | <input type="checkbox"/> M- Other (See Remarks) |

**Documents in Hand**

- |   |   |  |  |   |
|---|---|--|--|---|
| <input type="checkbox"/> A- Site Plan                     | <input type="checkbox"/> E- Septic Design       | <input type="checkbox"/> I- Load Stress Analysis | <input type="checkbox"/> L- Owner Provided | <input type="checkbox"/> O- Limited Information |
| <input type="checkbox"/> B- Aerial Photo                  | <input type="checkbox"/> F- Investment Analysis | <input type="checkbox"/> J- Tax Return           | <input type="checkbox"/> M- May Show Books | <input type="checkbox"/> P- Lease Agreement     |
| <input type="checkbox"/> C- Soil Survey                   | <input type="checkbox"/> G- Feasibility Study   | <input type="checkbox"/> K- Accountant Provided  | <input type="checkbox"/> N- Pro Forma      | <input type="checkbox"/> Q- None                |
| <input type="checkbox"/> D- Environmental Site Assessment | <input type="checkbox"/> H- Arch Drawings       |  |  |   |

**Facilities**

- |                                     |  |                                      |                                     |   |
|-------------------------------------|--|--------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> A- Kitchen | <input type="checkbox"/> C- Conference | <input type="checkbox"/> E- Lounge   | <input type="checkbox"/> G- Locker  | <input type="checkbox"/> I- Office              |
| <input type="checkbox"/> B- Vault   | <input type="checkbox"/> D- Lobby      | <input type="checkbox"/> F- Exercise | <input type="checkbox"/> H- Meeting | <input type="checkbox"/> J- Other (See Remarks) |

**Building**

- |                                   |                                     |                                      |  |   |
|-----------------------------------|-------------------------------------|--------------------------------------|--|---|
| <input type="checkbox"/> A- Brick | <input type="checkbox"/> C- Masonry | <input type="checkbox"/> E- Pre-cast | <input type="checkbox"/> G- Subdivided | <input type="checkbox"/> I- Other (See Remarks) |
| <input type="checkbox"/> B- Frame | <input type="checkbox"/> D- Steel   | <input type="checkbox"/> F- Historic | <input type="checkbox"/> H- Clear Span |   |

**Tenant Expenses**

- |   |  |  |   |  |
|---|--|--|---|--|
| <input type="checkbox"/> A- Taxes           | <input type="checkbox"/> D- Air Conditioning | <input type="checkbox"/> G- Water      | <input type="checkbox"/> J- Trash Service | <input type="checkbox"/> M- Expenses over Base |
| <input type="checkbox"/> B- Taxes over Base | <input type="checkbox"/> E- Electric         | <input type="checkbox"/> H- Insurance  | <input type="checkbox"/> K- Snow Removal  | <input type="checkbox"/> N- Escalator          |
| <input type="checkbox"/> C- Heat            | <input type="checkbox"/> F- Sewer            | <input type="checkbox"/> I- Janitorial | <input type="checkbox"/> L- Parking       |  |

**System**

- |                                       |   |   |                                  |
|---------------------------------------|---|---|----------------------------------|
| <input type="checkbox"/> A- Telephone | <input type="checkbox"/> C- Security Lights | <input type="checkbox"/> E- Dry Sprinkler | <input type="checkbox"/> G- None |
| <input type="checkbox"/> B- Security  | <input type="checkbox"/> D- Wet Sprinkler   | <input type="checkbox"/> F- Conveyor      |                                  |

**Terms**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> A- Assumable  | <input type="checkbox"/> D- Option Available | <input type="checkbox"/> G- Special        | <input type="checkbox"/> M- Lender Approval Required |
| <input type="checkbox"/> B- Seller 1st | <input type="checkbox"/> E- Rent with Option | <input type="checkbox"/> H- Lease          | <input type="checkbox"/> O- Estate Sale              |
| <input type="checkbox"/> C- Seller 2nd | <input type="checkbox"/> F- Joint Venture    | <input type="checkbox"/> I- Month-to-Month | <input type="checkbox"/> J- Other (See Remarks)      |

**Form**

A- Corporation     B- Sub S Corporation     C- Partnership     D- Sole Owner     E- Other (See Remarks)

**Reason for Selling**

A- Retirement     C- Relocation     E- Health  
 B- Personal     D- Consolidating     F- Other (See Remarks)

**Special Licenses**     Yes     No     Other (See Remarks)     Unknown     Unspecified

**\*Basement**     Yes     No

**Basement Features**

A- Full     F- Walk Out     J- Sump Pump     N- Slab     Q- Unfinished Basement  
 B- Partial     G- Interior Access     L- Dirt Floor     O- Crawl     R- Exterior Access  
 C- Mixed     I- Bulkhead     M- Concrete Floor     P- Finished     D- Other (See Remarks)  
 E- Partially Finished

**\*Seller Disclosure Declaration**     Yes     No

**Disclosures** (Max. 300 Characters. Please include an additional page if needed.)

**\*\*REMINDER\*\***

As stated in the MLS PIN Rules & Regulations Sec 1.0 (e), **no broker, agent or agency may be named or identified, nor may any web, e-mail or voicemail address or other personal form of identification be included**, in any section or field of any Property Data Form, except only in "Firm Remarks", "Team Member", and "Special Showing Instructions."

**Public Remarks** (Max. 1000 Characters. Please include an additional page if needed.)

**Firm Remarks** (Max. 1000 Characters. Please include an additional page if needed.)

**Exclusions** (Max. 100 Characters. Please include an additional page if needed.)