



# Listing Input Form: Business Opportunity

All required fields are indicated with an asterisk \*

**Listing Information:**

<b>*Price: \$</b> _____	<b>*Listing Type:</b>	<b>*Service Type:</b>
<b>Low Range Price:</b>	<input type="checkbox"/> Exclusive Agency	<input type="checkbox"/> Full service
\$ _____	<input type="checkbox"/> Exclusive Right with Exception	<input type="checkbox"/> Limited Service
	<input type="checkbox"/> Exclusive Right To Sell	<input type="checkbox"/> Entry Only
	<input type="checkbox"/> Net	
	<input type="checkbox"/> Open	
	<input type="checkbox"/> Probate	

**Address Information:**

**\*Street #:** \_\_\_\_\_ **Street Direction:** \_\_\_\_\_ **\*Street Name:** \_\_\_\_\_ **Street Suffix:** \_\_\_\_\_

**\*Area:(see attached list):** \_\_\_\_\_ **\*County:** \_\_\_\_\_

**\*City:** \_\_\_\_\_ **\*State:** \_\_\_\_\_ **\*Zip:** \_\_\_\_\_

**\*Cross Street:** \_\_\_\_\_ **\*Thomas Guide Number:** \_\_\_\_\_

**Other:**

**Motivation For Selling:** \_\_\_\_\_

**Want:** \_\_\_\_\_

**Features:**

<b>*Terms:</b>	<input type="checkbox"/> Contract	<input type="checkbox"/> Owner Will Carry	<input type="checkbox"/> Trade
<input type="checkbox"/> All Inclusive Trust Deed	<input type="checkbox"/> Exchange	<input type="checkbox"/> Real Estate Owned	<input type="checkbox"/> Trust Conveyance
<input type="checkbox"/> Cal Vet Loan	<input type="checkbox"/> Fannie Mae <input type="checkbox"/> FHA Loan	<input type="checkbox"/> Short Pay/Subject to Lender	<input type="checkbox"/> VA Loan
<input type="checkbox"/> Cash	<input type="checkbox"/> Freddie Mac	<input type="checkbox"/> Subject To Court	<input type="checkbox"/> VA No Loan
<input type="checkbox"/> Cash To Existing Loan	<input type="checkbox"/> Lease Option	<input type="checkbox"/> Subject To Other	<input type="checkbox"/> VA No No Loan
<input type="checkbox"/> Cash to New Loan	<input type="checkbox"/> Owner May Carry	<input type="checkbox"/> Submit	

**Property Description:** The Property Description shall be used to describe the property. Physical and aesthetic characteristics of the property only. All text must be entered in the English language ONLY. The following are not allowed to appear in Property Desc.: Gate/Alarm Codes Lock box Combo, FSBO, Vacant, E-mail Addresses, Website Addresses, Phone Numbers, Agent, assistant, co-list or owner names, any language that violates Fair Housing/HUD guidelines.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Virtual Tour:** 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, website address, e-mail addresses or advertising other than about the property, No messages or solicitation of any kind. (i.e. <http://www.google.com> ).

\_\_\_\_\_



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## Additional: Business Information

### Business Type:

- Automotive/Services Stations
- Beauty
- Coin Operated
- Convenience Market/ Dairy/Supermarket
- Distribution/Wholesale
- Dry Cleaners

- Food Services
- Gift/Florist/Card Shops
- Liquor Stores
- Manufacturing
- Other- See Remarks
- Retail
- Services - General

- Services - Office/Professional
- Tavern/ Cocktail Lounges
- Video

### Type of Lease:

- Full Service Gross
- Gross
- Modified Gross
- Other
- Percentage
- Triple Net

Monthly Rent: \$ \_\_\_\_\_ Sqft: \_\_\_\_\_ Lease/Sqft: \_\_\_\_\_ Lease Expiry Date: \_\_\_\_\_

Lease Deposit: \$ \_\_\_\_\_ Pct Lease: \_\_\_\_\_ Renewal Option: \_\_\_\_\_

Equipment in Rent: \_\_\_\_\_

Contracted Lease Equipment: \_\_\_\_\_

## Number of Employees:

Full: \_\_\_\_\_ Part: \_\_\_\_\_ Total: \_\_\_\_\_

## Other:

How Long Est.: \_\_\_\_\_ With Present Owner: \_\_\_\_\_ Avg Customer Count: \_\_\_\_\_ Owner Work Hrs/Wk: \_\_\_\_\_

Owner Train \_\_\_\_\_ Parking Spaces: \_\_\_\_\_ Days/Hrs Open: \_\_\_\_\_

Yes

No

Avg Mark Up: \_\_\_\_\_ Storage Facility: \_\_\_\_\_ Water: \_\_\_\_\_

District  Private

Other  Well

## Balance Sheet:

### Assets

Cash: \_\_\_\_\_

Inventory: \_\_\_\_\_

Accts Rec: \_\_\_\_\_

Equipment: \_\_\_\_\_

Leasehold: \_\_\_\_\_

Real Est: \_\_\_\_\_

Other: \_\_\_\_\_

Total: \_\_\_\_\_

### Liabilities:

Accounts Payable: \_\_\_\_\_

Accrued Expense: \_\_\_\_\_

Long Term: \_\_\_\_\_

Total: \_\_\_\_\_

Retained Earn: \_\_\_\_\_

### Annual Expense:

Total Rent: \_\_\_\_\_

Insurance: \_\_\_\_\_

Advertising: \_\_\_\_\_

Accounting: \_\_\_\_\_

Supplies: \_\_\_\_\_

Telephone: \_\_\_\_\_

Taxes: \_\_\_\_\_

Licenses: \_\_\_\_\_

Equipment Rental: \_\_\_\_\_

Repairs: \_\_\_\_\_

Payroll: \_\_\_\_\_

Payroll Tax: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Total Expense: \_\_\_\_\_

### Annual Income Statement:

Gross Sales: \_\_\_\_\_

Cost of Sales: \_\_\_\_\_ -

Gross Profit: \_\_\_\_\_ =

Total Expenses: \_\_\_\_\_ -

Net Income: \_\_\_\_\_ =

### Adjustments:

Owner's Salary: \_\_\_\_\_

Manager's Salary: \_\_\_\_\_

Interest: \_\_\_\_\_

Depreciation: \_\_\_\_\_

Fringes: \_\_\_\_\_

Adjustment: \_\_\_\_\_

Adjusted Net Income: \_\_\_\_\_



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## Price Includes:

CNTC: \_\_\_\_\_

Equipment: \_\_\_\_\_

Lease Value: \_\_\_\_\_

Goodwill: \_\_\_\_\_

Licenses: \_\_\_\_\_

Real Estate: \_\_\_\_\_

MCA: \_\_\_\_\_

Inventory: \_\_\_\_\_

Other 1: \_\_\_\_\_

Other Description: \_\_\_\_\_

Other 2: \_\_\_\_\_

Total Price Includes: \_\_\_\_\_

## Price Includes:

Gross Profit: \_\_\_\_\_

- Total Expenses: \_\_\_\_\_ + Adjusted Net Income: \_\_\_\_\_

Cash Flow: \_\_\_\_\_ / (DP+ CC): \_\_\_\_\_ = % R.O.I. : \_\_\_\_\_

Principal: \_\_\_\_\_ - Debt Service: \_\_\_\_\_

+ Interest: \_\_\_\_\_

## 7. Office (Continued on page 4)

### Listing Information:

\*List Date: \_\_\_\_\_

\*Expiration Date: \_\_\_\_\_

\*Selling Office Compensation:

\*Dual Var/Rate of Commission:

- Call For Information
- No
- See Remarks
- Yes

\*Showing Instructions:

- Appointment Only
- Call First
- Call Listing Office
- Direct
- Drive By
- Gate Pass
- Key In Listing Office
- Restricted Access- Call Listing Agent
- See Remarks
- Subject To Inspection

Office Comments: \_\_\_\_\_



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## 7. OFFICE (Continued from page 3)

### Owner Information

Occupant Name: \_\_\_\_\_

Showing Phone#: \_\_\_\_\_

(\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_

### Agent Information

\* List Agent Public ID: \_\_\_\_\_

\*Email Address 2: \_\_\_\_\_

\* List Agent Name: \_\_\_\_\_

\* Home Phone: \_\_\_\_\_

\*Fax: \_\_\_\_\_

\*Cell: \_\_\_\_\_

\*Pager: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*Office Name: \_\_\_\_\_

\*Office ID: \_\_\_\_\_

\*Phone: \_\_\_\_\_

\*Fax: \_\_\_\_\_

Co-List Agent Public ID: \_\_\_\_\_

(Information below is required if there is a Co-List Agent)

\* Co-List Agent Name: \_\_\_\_\_

\* Home Phone: \_\_\_\_\_

\*Fax: \_\_\_\_\_

\*Cell: \_\_\_\_\_

\*Pager: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*Office Name: \_\_\_\_\_

\*Office ID: \_\_\_\_\_

\*Phone: \_\_\_\_\_

\*Fax: \_\_\_\_\_

## 8. MLS

### MLS

\*Free Internet Ad:

- Yes
- No

\*Send Address:

- Yes
- No

Listing Paid:

- Yes
- No

### Photo Information:

\*Photo Information:

- Map, Sketched, or Photo Submitted
- User Will Upload their Own Photo

Broker Loaded:

- Yes
- No

Photo Notes: \_\_\_\_\_



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## AREA (listed in alphabetical order)

601 ALHAMBRA	224 HOMELAND	699 OUT OF AREA
604 ALTADENA	247 TEMESCAL VALLEY	213 PALA ROAD/RED HAWK
221 ANZA/AGUANGA/WARNER SPRINGS	222 IDYLLWILD	646 PASADENA (NE)
605 ARCADIA	633 INDUSTRY/LA PUENTE/VALINDA	645 PASADENA (NW)
287 ARROWHEAD AREA	634 LA CANADA FLINTRIDGE	648 PASADENA (SE)
606 ATWATER	635 LA CRESCENTA/GLENDALE/ MONTROSE & ANNEX	647 PASADENA (SW)
607 AZUSA	204 LA CRESTA/SANTA ROSA WEST	229 PERRIS
608 BALDWIN PK/IRWINDALE	684 LA VERNE	649 PICO RIVERA
263 BANNING/BEAUMONT/CHERRY VALLEY	234 LAKE ELSINORE EAST	687 POMONA
205 BEAR CREEK	239 LAKE ELSINORE SOUTH	235 QUAIL VALLEY
289 BIG BEAR AREA	673 LAKE VIEW TERRACE	688 RANCHO CUCAMONGA
265 BLOOMINGTON	241 LAKE ELSINORE WEST	285 RECHE CANYON
609 BRADBURY	677 LINCOLN HTS	268 REDLANDS
610 BURBANK	267 LOMA LINDA	272 RIALTO
236 CANYON LAKE	637 LOS FELIZ	252 RIVERSIDE
681 CHINO	212 LOS RANCHITOS/SANTIA RANCHOS/ CHAPARRAL RANCHOS	225 ROMOLAND
682 CHINO HILLS	698 LYTLE CREEK	651 ROSEMEAD/S. SAN GABRIEL
683 CLAREMONT	231 MEAD VALLEY	627 ROSSMOYNE & VERDU WOODLANDS
273 COLTON	242 LAKE ELSINORE NORTHEAST	652 ROWLAND HEIGHTS
248 CORONA	210 MEADOWVIEW	288 RUNNING SPRINGS AREA
215 COUNTRY ROAD	227 MENIFEE	220 SAGE
614 COVINA	284 MENTONE	274 SAN BERNARDINO
286 CRESTLINE AREA	216 MESA GRANDE/BELLA VISTA/MESA HIGHLANDS	689 SAN DIMAS
616 DIAMOND BAR	251 MIRA LOMA/JURUPA VALLEY	654 SAN GABRIEL
617 DUARTE	639 MONROVIA	655 SAN MARINO
618 EAGLE ROCK	685 MONTCLAIR	203 SANTA ROSA SOUTH/TENAJA
675 EAST LOS ANGELES/CITY OF COMMERCE	674 MONTEBELLO	672 SHADOW HILLS
619 EL MONTE	679 MONTECITO HEIGHTS	656 SIERRA MADRE
621 EL SERENO	676 MONTEREY HILLS	671 SILVER LAKE
264 FONTANA	641 MONTEREY PARK	657 SO. EL MONTE
290 FOREST FALLS AREA	259 MORENO VALLEY	658 SO. PASADENA
219 FRENCH VALLEY	680 MOUNT WASHINGTON	228 SUN CITY
232 GAVALIN HILLS	693 MT BALDY	659 SUNLAND/TUJUNGA
623 GLASSEL PARK	208 MURRIETA EAST	209 TEMECULA NORTH
207 GLDEN TRIANGLE/CALIF OAKS	206 MURRIETA WEST	211 TEMECULA SOUTH
246 GLEN IVY/ALBER HILL	678 N. WHITTIER	201 TEMECULA WEST
624 GLENDALE-CHEVY CHASE/E. GLENOAKS	250 NORCO	661 TEMPLE CITY
626 GLENDALE-NORTHWEST	642 NORTH HOLLYWOOD	690 UPLAND
628 GLENDALE-SOUTH OF 134 FWY	245 LAKE ELSINORE NORTH	214 VALLE DE LOS CABALLOS/LOMA VISTA
629 GLENDORA	283 NORTH SAN DIE COUNTY	668 WALNUT
217 GLENOAKS HILLS	230 NUEVO/JUNIPER FLATS	669 WEST COVINA
233 GOOD HOPE	218 OAKRIDGE RANCHES/TUCALOTA/ VALLEY/GLENOAKS COUNTY	202 WESTSIDE DELUZ/SANDIA/RANCHOS/ SANTA ROSA GROVES
266 GRAND TERRACE	686 ONTARIO	670 WHITTIER
631 HACIENDA HEIGHTS		240 WILDOMAR
223 HEMET/SAN JACINTO		226 WINCHESTER
276 HIGHLAND		269 YUCAIPA/CALIMESA
632 HIGHLAND PARK		



## Payment Authorization for Recip Listings Only Form

Please complete this form only if you are reciprocating a listing to the following MLS'. **California Desert AOR, CLAW, I-tech, Socal MLS and South Bay AOR.**

Date: \_\_\_\_\_

Address of the Property: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Listing Agent Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Office Name: \_\_\_\_\_

**Listing Fee \$25.00 (includes one photo)**

<b>Listing fee includes 1<sup>st</sup> *Photo</b>	<b>\$25.00</b>
_____ # of Additional *Photos @ \$5.00 \$ _____	= \$ _____

Type of Credit Card: VISA [ ] M/C [ ] AM EXP [ ] OPTIMA [ ]

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name as it appears on Card \_\_\_\_\_

I authorize the Association to charge my credit/ATM Card indicated above for my listing. Please make all checks payable to Tricounties.

Signature \_\_\_\_\_

### **PHOTOS?**

E-mail photo(s) to [TricoPhotos@rPartner.net](mailto:TricoPhotos@rPartner.net). Please be sure to type in the subject line the listing address or the listing number if you have it.

Photos are attached to this form by Disk, Print or Photo Prints (if you are bringing the photos in person).

**\*Preferred Fax Number:** \_\_\_\_\_  
Please provide a fax number in case we have questions or your listing is incomplete, thank you!

**\*Contact Phone Number:** \_\_\_\_\_  
Please provide a phone number in case we have questions or your listing is incomplete, thank you!

Please fax this form along with the reciprocal input listing form to **(909) 594-7156** Attn. MLS Department and if you have any questions about this form please contact us at (909) 594-5992.

Thank you!