

Listing Office _____
 Listing Agent _____
 Co-Listing Office _____
 Co-Listing Agent _____

Dixie Gilchrist Levy Multiple Listing Service

NAVICA® MLS COMMERCIAL LEASE FORM

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MLS # _____

Legend ✓ = Single Select ✓✓ = Multiple Select
 = Mandatory = Non Mandatory CM = Conditional Mandatory

Property Type (choose one) ✓
 Commercial Lease [K]

Lease Price (8) List Date (mm/dd/yyyy) Available Date (mm/dd/yyyy)

Street # (8) Compass ✓ Street Name (50) Unit # (15)

City ✓ State ✓ Zip Code ✓ County ✓

Subdivision ✓ Tax Amount (7) Property Tax Year (4) Apx Acreage (7)

Apx Lot Size (50) Waterfront Yes No Waterfront Ft (7) Road Frontage (7)

Cross Street (30) Assoc Dues Payment Frequency ✓ Apx Year Built (4)

Total Rooms (excluding bathrooms) Total Baths Apx Building SqFt Under Roof SqFt Source ✓ Apx Net Leasable Space

Building Stories Ceiling Height ✓ Electric Phase ✓ Voltage ✓ Amps ✓

Fire Sprinklers ✓ Loading Docks ✓ Rail ✓

Owner First Name Owner Last Name Owner Phone Owner Fax

2nd Owner First Name (50) 2nd Owner Last Name Owners E-mail

Owners Mailing Address Owners City Owners State Owners Zip Code

Occupancy ✓ Occupant Name Occupant Phone MLS Entry Only Yes No

Listing Type ✓ Choice of Agency ✓ Limited Service Yes No Dual Variable Rate Yes No

Commission Type ✓ Comp Selg Ofc %/\$ (5) Distressed Property ✓ Display on Internet Yes No Display Address Yes No Allow AVM Yes No

Allow Comments Yes No Audio Recording in Use Yes No Video Recording in Use Yes No Lockbox (10) Leased Price Leased Date (mm/dd/yyyy)

Features

TYPE PROPERTY ✓✓ [CF_A]

- | | | | | |
|--|--|--|--|---|
| <input type="checkbox"/> A C L F | <input type="checkbox"/> Ag Business | <input type="checkbox"/> Apartments | <input type="checkbox"/> Automotive | <input type="checkbox"/> Bait Shop |
| <input type="checkbox"/> Bank | <input type="checkbox"/> Bar/Tavern/Lounge | <input type="checkbox"/> Bed & Breakfast | <input type="checkbox"/> Building Services | <input type="checkbox"/> Child Care |
| <input type="checkbox"/> Church | <input type="checkbox"/> Club House | <input type="checkbox"/> Convenience Store | <input type="checkbox"/> Crops | <input type="checkbox"/> Dairy |
| <input type="checkbox"/> Distributor | <input type="checkbox"/> Feed Store | <input type="checkbox"/> Florist/Nursery | <input type="checkbox"/> Furniture | <input type="checkbox"/> Grocery |
| <input type="checkbox"/> Hair Salon | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Industrial | <input type="checkbox"/> Liquor Store | <input type="checkbox"/> Livestock |
| <input type="checkbox"/> Mall | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Marina | <input type="checkbox"/> Medical | <input type="checkbox"/> Mobile Home Park |
| <input type="checkbox"/> Office Building | <input type="checkbox"/> Other | <input type="checkbox"/> Professional/Office | <input type="checkbox"/> Ranch | <input type="checkbox"/> Retail |
| <input type="checkbox"/> RV Resort | <input type="checkbox"/> Service Station | <input type="checkbox"/> Strip Mall | <input type="checkbox"/> Warehouse | |

Features (cont'd)

CURRENT USE [CF_B]

- | | | | | |
|---|---|--|--|--|
| <input type="checkbox"/> A C L F | <input type="checkbox"/> Ag Business | <input type="checkbox"/> Apartments | <input type="checkbox"/> Automotive | <input type="checkbox"/> Bait Shop |
| <input type="checkbox"/> Bank | <input type="checkbox"/> Bar/Tavern | <input type="checkbox"/> Bed & Breakfast | <input type="checkbox"/> Building Services | <input type="checkbox"/> Cabinet/Furniture |
| <input type="checkbox"/> Church | <input type="checkbox"/> Club House | <input type="checkbox"/> Convenience Store | <input type="checkbox"/> Crops | <input type="checkbox"/> Dairy |
| <input type="checkbox"/> Day Care | <input type="checkbox"/> Distributor | <input type="checkbox"/> Equestrian | <input type="checkbox"/> Feed Store | <input type="checkbox"/> Florist |
| <input type="checkbox"/> Grocery Store | <input type="checkbox"/> Hair Salon | <input type="checkbox"/> Heavy Industrial | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Liquor Store | <input type="checkbox"/> Livestock | <input type="checkbox"/> Mall | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Marina |
| <input type="checkbox"/> Medical/Dental | <input type="checkbox"/> Mobile Home Park | <input type="checkbox"/> None | <input type="checkbox"/> Nursery | <input type="checkbox"/> Office |
| <input type="checkbox"/> Other | <input type="checkbox"/> Professional | <input type="checkbox"/> Ranch | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Retail |
| <input type="checkbox"/> RV Resort | <input type="checkbox"/> Service Station | <input type="checkbox"/> Strip Mall | <input type="checkbox"/> Warehouse | |

FOUNDATION [CF_C]

- | | | | | |
|----------------------------------|--------------------------------------|------------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> Coastal | <input type="checkbox"/> Crawl Space | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Piers |
| <input type="checkbox"/> Raised | <input type="checkbox"/> Slab | <input type="checkbox"/> Stem Wall | <input type="checkbox"/> Stilt | |

ROOF [CF_D]

- | | | | | |
|-----------------------------------|----------------------------------|-----------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Asphalt | <input type="checkbox"/> Built-Up | <input type="checkbox"/> Fiberglass | <input type="checkbox"/> Flat |
| <input type="checkbox"/> Membrane | <input type="checkbox"/> Metal | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Rolled/Hot Mop |
| <input type="checkbox"/> Shake | <input type="checkbox"/> Shingle | <input type="checkbox"/> Tile | <input type="checkbox"/> Wood | |

CONSTRUCTION [CF_E]

- | | | | | |
|---|--|--------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Advanced Framing Technique | <input type="checkbox"/> Aluminum Siding | <input type="checkbox"/> Block | <input type="checkbox"/> Brick | <input type="checkbox"/> Concrete |
| <input type="checkbox"/> Frame | <input type="checkbox"/> ICFs (Insulated Concrete Forms) | <input type="checkbox"/> Log | <input type="checkbox"/> Manufactured/Modular | <input type="checkbox"/> Metal |
| <input type="checkbox"/> Other | <input type="checkbox"/> Precast | <input type="checkbox"/> SIPS | <input type="checkbox"/> Spraycrete | <input type="checkbox"/> Steel Frame |
| <input type="checkbox"/> Steel Siding | <input type="checkbox"/> Stem Wall | <input type="checkbox"/> Stilt | <input type="checkbox"/> Stone | <input type="checkbox"/> Stucco |
| <input type="checkbox"/> Vinyl Siding | <input type="checkbox"/> Wood Siding | | | |

HEATING [CF_F]

- | | | | | |
|---|--------------------------------------|--|--------------------------------------|---|
| <input type="checkbox"/> Central Electric | <input type="checkbox"/> Central Gas | <input type="checkbox"/> Floor Furnace | <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Multiple Units |
| <input type="checkbox"/> Other | <input type="checkbox"/> Propane | <input type="checkbox"/> Stove | <input type="checkbox"/> Window/Wall | |

COOLING [CF_G]

- | | | | | |
|---|--------------------------------------|--|--------------------------------------|--|
| <input type="checkbox"/> Ceiling Fan(s) | <input type="checkbox"/> Central Air | <input type="checkbox"/> Electric Air Filter | <input type="checkbox"/> Evaporative | <input type="checkbox"/> Heat Pump |
| <input type="checkbox"/> Multiple Units | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Wall/Window | <input type="checkbox"/> Whole House Fan |

WATER SOURCES [CF_H]

- | | | | | |
|--|-----------------------------------|---------------------------------|---------------------------------------|----------------------------------|
| <input type="checkbox"/> 2 Inch | <input type="checkbox"/> 2+ Wells | <input type="checkbox"/> 4 Inch | <input type="checkbox"/> Community | <input type="checkbox"/> Metered |
| <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Public | <input type="checkbox"/> Shared Water | <input type="checkbox"/> Well |
| <input type="checkbox"/> Well for Yard | | | | |

SEWER TYPE [CF_I]

- | | | | | |
|---|--|--|--|---------------------------------------|
| <input type="checkbox"/> Aerobic | <input type="checkbox"/> Community | <input type="checkbox"/> Nitrogen Reducing | <input type="checkbox"/> None | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Sewer | <input type="checkbox"/> Raised Septic | <input type="checkbox"/> Ruck | <input type="checkbox"/> Septic Needed | <input type="checkbox"/> Septic Sewer |
| <input type="checkbox"/> To Be Determined | | | | |

PARKING [CF_J]

- | | | | | |
|---|--|---|---|--------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> Not Paved | <input type="checkbox"/> Open Parking | <input type="checkbox"/> Other | <input type="checkbox"/> Paved |
| <input type="checkbox"/> Public Parking Lot | <input type="checkbox"/> Private Parking Lot | <input type="checkbox"/> Shared Parking | <input type="checkbox"/> Street Parking | |

DRIVEWAY [CF_K]

- | | | | | |
|-----------------------------------|--------------------------------|-----------------------------------|----------------------------------|---------------------------------|
| <input type="checkbox"/> Blacktop | <input type="checkbox"/> Brick | <input type="checkbox"/> Concrete | <input type="checkbox"/> Dirt | <input type="checkbox"/> Gravel |
| <input type="checkbox"/> Limerock | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Private | <input type="checkbox"/> Shared |
| <input type="checkbox"/> Shell | | | | |

CEILING TYPE [CF_L]

- | | | | | |
|-------------------------------------|---------------------------------|--|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> 9+ Ft High | <input type="checkbox"/> Beamed | <input type="checkbox"/> Cathedral | <input type="checkbox"/> Drop Down | <input type="checkbox"/> Flat |
| <input type="checkbox"/> None | <input type="checkbox"/> Open | <input type="checkbox"/> Other | <input type="checkbox"/> Sculptured | <input type="checkbox"/> Skylight |
| <input type="checkbox"/> Standard | <input type="checkbox"/> Trey | <input type="checkbox"/> Upgraded Ceiling Detail | <input type="checkbox"/> Vaulted | |

ACCESSIBILITY [CF_M]

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> 36 Inch Door | <input type="checkbox"/> 42 Inch Door | <input type="checkbox"/> 46 Inch Door | <input type="checkbox"/> Accessible Shower Stall | <input type="checkbox"/> Boat Parking |
| <input type="checkbox"/> Elevator | <input type="checkbox"/> Grab Bars- Shower/Bath | <input type="checkbox"/> Handicap Access/Ramped | <input type="checkbox"/> Handicapped | <input type="checkbox"/> Level Drive |
| <input type="checkbox"/> Level Flooring | <input type="checkbox"/> Lift | <input type="checkbox"/> No Stairs | <input type="checkbox"/> Other | <input type="checkbox"/> Roll Up Cabinets |
| <input type="checkbox"/> RV Parking | <input type="checkbox"/> Wheelchair | <input type="checkbox"/> Wheelchair Entry | <input type="checkbox"/> Wheelchair Full Bath | <input type="checkbox"/> Wheelchair Half Bath |

ENERGY FEATURES [CF_N]

- | | | | | |
|--|---|---|--------------------------------------|---|
| <input type="checkbox"/> Attic Fan | <input type="checkbox"/> Extra Insulation | <input type="checkbox"/> Heat Recovery Unit | <input type="checkbox"/> Humidistat | <input type="checkbox"/> None |
| <input type="checkbox"/> Other | <input type="checkbox"/> Radiant Heater | <input type="checkbox"/> Ridge Vents | <input type="checkbox"/> Solar Water | <input type="checkbox"/> Solar Tinted Windows |
| <input type="checkbox"/> Thermal Glass Windows | <input type="checkbox"/> Whole House Fan | <input type="checkbox"/> Zoned | | |

OTHER FEATURES [CF_O]

- | | | | | |
|---|-------------------------------|--------------------------------|---|--|
| <input type="checkbox"/> High Traffic Count | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Overhead Doors | |
|---|-------------------------------|--------------------------------|---|--|

Features (cont'd)

FENCING [CF_P]

- | | | | | |
|--------------------------------------|---------------------------------------|--------------------------------|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Barbed Wire | <input type="checkbox"/> Block | <input type="checkbox"/> Board | <input type="checkbox"/> Chain Link | <input type="checkbox"/> Cross Fenced |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Mixed | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Partial |
| <input type="checkbox"/> Perimeter | <input type="checkbox"/> PVC | <input type="checkbox"/> Rail | <input type="checkbox"/> Split Rail | <input type="checkbox"/> Wire |
| <input type="checkbox"/> Wood | <input type="checkbox"/> Wrought Iron | | | |

TOPOGRAPHY [CF_Q]

- | | | | | |
|---------------------------------------|----------------------------------|---------------------------------|--------------------------------|-----------------------------------|
| <input type="checkbox"/> Flat | <input type="checkbox"/> Hilly | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Pasture |
| <input type="checkbox"/> Planted Pine | <input type="checkbox"/> Rolling | <input type="checkbox"/> Sloped | <input type="checkbox"/> Steep | <input type="checkbox"/> Topo Mix |
| <input type="checkbox"/> Wooded | | | | |

IRRIGATION [CF_R]

- | | | | | |
|------------------------------------|--------------------------------|-------------------------------------|--------------------------------|-------------------------------|
| <input type="checkbox"/> Automatic | <input type="checkbox"/> Back | <input type="checkbox"/> Drip | <input type="checkbox"/> Front | <input type="checkbox"/> None |
| <input type="checkbox"/> Other | <input type="checkbox"/> Pivot | <input type="checkbox"/> Sprinklers | | |

LANDSCAPING [CF_S]

- | | | | | |
|-------------------------------------|---|---|--|--------------------------------|
| <input type="checkbox"/> Cleared | <input type="checkbox"/> Fully Landscaped | <input type="checkbox"/> Grassed | <input type="checkbox"/> Native Vegetation | <input type="checkbox"/> None |
| <input type="checkbox"/> Open | <input type="checkbox"/> Other | <input type="checkbox"/> Partially Landscaped | <input type="checkbox"/> Pasture | <input type="checkbox"/> Trees |
| <input type="checkbox"/> Underbrush | <input type="checkbox"/> Xeriscaping | | | |

ROAD TYPE [CF_T]

- | | | | | |
|---------------------------------------|--------------------------------------|----------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> City Street | <input type="checkbox"/> County Road | <input type="checkbox"/> Federal | <input type="checkbox"/> Other | <input type="checkbox"/> Paved |
| <input type="checkbox"/> Private Road | <input type="checkbox"/> State Road | <input type="checkbox"/> Unpaved | | |

WATERFRONT FEATURES [CF_U]

- | | | | | |
|------------------------------------|------------------------------------|-------------------------------------|------------------------------------|--|
| <input type="checkbox"/> Boardwalk | <input type="checkbox"/> Boat Dock | <input type="checkbox"/> Boat House | <input type="checkbox"/> Boat Ramp | <input type="checkbox"/> Floating Dock |
| <input type="checkbox"/> Gazebo | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Pier | <input type="checkbox"/> Riprap |
| <input type="checkbox"/> Seawall | | | | |

WATERFRONT ACCESS/DETAILS [CF_V]

- | | | | | |
|--|---|---|---|--|
| <input type="checkbox"/> Canal Access | <input type="checkbox"/> Canal Front | <input type="checkbox"/> Creek | <input type="checkbox"/> Creek View | <input type="checkbox"/> Deeded Access-Private |
| <input type="checkbox"/> Fresh Water Canal | <input type="checkbox"/> Gulf Access | <input type="checkbox"/> Gulf Canal | <input type="checkbox"/> Gulf Front | <input type="checkbox"/> Gulf of Mexico |
| <input type="checkbox"/> Gulf View | <input type="checkbox"/> Flood Way | <input type="checkbox"/> Lake | <input type="checkbox"/> Lake Access | <input type="checkbox"/> Lake Front |
| <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Pond | <input type="checkbox"/> River Access | <input type="checkbox"/> River Canal |
| <input type="checkbox"/> River Front | <input type="checkbox"/> Salt Water Canal | <input type="checkbox"/> Santa Fe River | <input type="checkbox"/> Steinhatchee River | <input type="checkbox"/> Suwannee River |
| <input type="checkbox"/> Waccasassa River | <input type="checkbox"/> Waterfront | <input type="checkbox"/> Waterview | <input type="checkbox"/> Withiacochee River | |

SPECIAL INFORMATION [CF_W]

- | | | | | |
|--|---|---|--|--|
| <input type="checkbox"/> Aerial/Plat Map | <input type="checkbox"/> Airstrip Access | <input type="checkbox"/> Appraisal Within 6 Months | <input type="checkbox"/> Community Pool | <input type="checkbox"/> Copy of Lease Provided |
| <input type="checkbox"/> Elevation Certification | <input type="checkbox"/> Equestrian Community | <input type="checkbox"/> Equipment List Provided | <input type="checkbox"/> Financials Available | <input type="checkbox"/> Flood Insurance Current |
| <input type="checkbox"/> Flood Plain | <input type="checkbox"/> Flood Way | <input type="checkbox"/> Furnished | <input type="checkbox"/> Golf Course Community | <input type="checkbox"/> HOA Approval Needed |
| <input type="checkbox"/> HOA/CAM Disclosure | <input type="checkbox"/> Horses Allowed | <input type="checkbox"/> Income Producing | <input type="checkbox"/> Inventory List Provided | <input type="checkbox"/> Lead Paint Disclosure |
| <input type="checkbox"/> Nonconforming | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Owner/Agent | <input type="checkbox"/> Pets Allowed |
| <input type="checkbox"/> Restrictions | <input type="checkbox"/> Seller Doesn't Provide Title Insurance | <input type="checkbox"/> Seller Property Disclosure | <input type="checkbox"/> Seller Provides Title Insurance | <input type="checkbox"/> Soil Test |
| <input type="checkbox"/> Sold As Is | <input type="checkbox"/> Survey | <input type="checkbox"/> Tenant Approval | <input type="checkbox"/> Warranty | |

POSSESSION [CF_X]

- | | | | | |
|-------------------------------------|-------------------------------------|--|---|------------------------------------|
| <input type="checkbox"/> 30-60 Days | <input type="checkbox"/> 60+ Days | <input type="checkbox"/> Close of Escrow | <input type="checkbox"/> Close Plus 30 Days | <input type="checkbox"/> Immediate |
| <input type="checkbox"/> Leaseback | <input type="checkbox"/> Negotiable | <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> Subject To Tenant Rights | |

RENT INCLUDES [CF_Y]

- | | | | | |
|--|--|---|--|---|
| <input type="checkbox"/> All Utilities | <input type="checkbox"/> Common Area Maintenance | <input type="checkbox"/> Exterior Maintenance | <input type="checkbox"/> Insurance | <input type="checkbox"/> Interior Maintenance |
| <input type="checkbox"/> Janitorial | <input type="checkbox"/> Other | <input type="checkbox"/> Taxes | <input type="checkbox"/> Tenant Improvements | |

SHOWING INSTRUCTIONS [CF_Z]

- | | | | | |
|--|--|---|--|--|
| <input type="checkbox"/> Alarm | <input type="checkbox"/> Animals On Premise | <input type="checkbox"/> Appointment Only | <input type="checkbox"/> Call Listing Agent | <input type="checkbox"/> Call Listing Office |
| <input type="checkbox"/> Call Occupant | <input type="checkbox"/> Call Tenant(s) | <input type="checkbox"/> Don't Call Tenant(s) | <input type="checkbox"/> Gate Code Required | <input type="checkbox"/> Go There |
| <input type="checkbox"/> HUD NAID # Required | <input type="checkbox"/> Key in Listing Office | <input type="checkbox"/> LB Call 1st | <input type="checkbox"/> LB Call Agent | <input type="checkbox"/> LB Call Office |
| <input type="checkbox"/> LB Hidden | <input type="checkbox"/> LB No Call | <input type="checkbox"/> LB Vacant | <input type="checkbox"/> Letter of Confidentiality | <input type="checkbox"/> Lister Accompany |
| <input type="checkbox"/> No Sign | <input type="checkbox"/> Other | <input type="checkbox"/> Owner Occupied | <input type="checkbox"/> See Private Remarks | <input type="checkbox"/> Under Construction |
| <input type="checkbox"/> Viewing After Hours | | | | |

TERMS OF LEASE [CF_AA]

- | | | | | |
|---|---|--|---|------------------------------------|
| <input type="checkbox"/> Escalating Lease | <input type="checkbox"/> Lease/Option | <input type="checkbox"/> Long Term Lease | <input type="checkbox"/> Month To Month | <input type="checkbox"/> Net Lease |
| <input type="checkbox"/> Other | <input type="checkbox"/> Percentage Lease | <input type="checkbox"/> Year to Year | | |

SERVICES NOT PROVIDED [CF_BB]

- | | | | | |
|--|---|---|--|---|
| <input type="checkbox"/> Accept/Deliver Offers | <input type="checkbox"/> Advise Sellers | <input type="checkbox"/> Arrange Appointments | <input type="checkbox"/> Assess Seller with Counters | <input type="checkbox"/> Negotiable on Sellers Behalf |
| <input type="checkbox"/> Present Offers | <input type="checkbox"/> Other | <input type="checkbox"/> See Remarks | | |

Alarm Location (100)

Legal Description (300)

Personal Items/Equipment Included (300)

Personal Items Excluded (300)

Directions (500)

Public Comments (1000)

Agent Comments (550)