



Estate Agency - Property Valuation -Property Management

COMMERCIAL/INDUSTRIAL
PROPERTY LISTING FORM

Listing Consultant _____ **Date:** _____

PROPERTY INFORMATION:			
PLOT #.....		LOCATION...../CITY.	
SIZE.....m ²		PLOT SIZE.....m ²	
<input type="checkbox"/> OPEN MANDATE	<input type="checkbox"/> SOLE MANDATE	(specify period)	
REGISTERED OWNER (C.C / TRUST / PTY LTD)			
OWNER' CONTACT DETAILS		HOME	WORK
		_____	_____
		CELL	E-MAIL
		_____	_____
SPOUSE / PARTNER' CONTACT DETAILS		HOME	WORK
		_____	_____
		CELL	E-MAIL:
		_____	_____
FOR SALE			
PRICE:		AGREED COMMISSION:	
LOWEST PRICE:		LOWEST AGREED COMMISSION:	
CURRENT VALUATION:		ACCESS / KEYS:	
FOR RENTAL		COMMISSION: EQUIVALENT TO ONE (1)	
RENTAL PRICE:		MONTHS RENTAL	
LOWEST PRICE:			

<input type="checkbox"/> OFFICES	<input type="checkbox"/> WARE HOUSES	<input type="checkbox"/> EMPTY YARD	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> DOUBLE STOREY OFFICES	<input type="checkbox"/> LAND	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PROPERTY DESCRIPTION

YEAR BUILT		YEAR RENOVATED(if any)	
NUMBER OF OFFICES			
PARTITIONED			
FITTED KITCHEN			
FANS		AIR CONDITIONERS	

LA VISTA

ESTATE AGENCY | PROPERTY MANAGEMENT | PROPERTY VALUATION

INTERIOR FEATURES

TYPE OF FLOOR TILE FLOORS CARPET FLOORS HARDWOOD FLOORS		ORDINARY	<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

EXTERIOR FEATURES

NO OF CAR PARKS			
WALLED			
TYPE OF ROOF			
ACCESS / KEYS:		FROM THE OWNER	

PLOT FEATURES

CORNER PLOT			
TARRED ROAD			

OTHER

MONTHLY WATER BILL	±	MONTHLY ELECTRICITY BILL	±
ALARM /SECURITY		MONTHLY LEVIES	±
	±		±

Please Note that the above is just a guideline!

COMMENTS:

- REFERENCE NUMBER:.....
- OWNERS' SIGNATURE - DATE: