

**APOD Attached**

Refers to the Annual Property Operating Data form developed by the CCIM Institute. It shows the properties financial analysis for the current year. It details the properties income, expenses, Net Operating Income (NOI) and other information. An Income and Expense Statement or a tax return for this property may be substituted.

**Buildings on Property**

This indicates that the property has multiple buildings on the site.

**Business NOI**

The result of the current financial analysis of the businesses income less expenses is the Business Net Operating Income (NOI).

**Comp Offered on Lease**

Indicate the commission the listing broker is offering to another broker and the basis of the commission. i.e. 50% of (the negotiated commission rate) i.e. 6% of the aggregate rent for the entire term of the lease. Another example, the combination of 7% of the rent for each of the first three years and 3% of the rent each year thereafter based on for the entire term of the lease.

**Comp Offered on Business**

Indicate the commission the listing broker is offering to another broker and the basis of the commission. i.e. 50% of (the negotiated commission rate)10% of the actual Business Selling Price.

**Comp on Lease Renewal**

Indicate the commission the listing broker is offering to another broker and the basis of the commission. If the lease has an Option to Renew and the tenant exercises it, another commission payment would be due at that time. i.e. 50% of (the negotiated commission rate) 3% of the renewal lease term.

**Comp Offered on Sale**

Indicate the commission the listing broker is offering to another broker and the basis of the commission. i.e. 2.5% of the actual selling price.

**Coop Broker Lease Term Comp**

*This is in essence the same as Comp Offered on Lease – Unnecessary field.*

**Electric Phase**

Indicate the number of amps the property is wired for.

**GLA Total in Building**

Gross Leasable Area (GLA) is the total square footage of the building. If multiple buildings are on the property this would be the combined square footage of all the buildings.

**HVAC Tonnage**

Heating Ventilating and Air Conditioning (HVAC) systems capacity is measured in Tons.

**Lease Expiration Date**

This is the date that the lease ends.

**Lease Term**

This indicate the length of the lease. i.e. Lease term is 5 years. In some cases, there may be one or more Options to Renew or Extend (continue) the lease for an additional period of time.

**Number of Docks**

This is a count of the number of loading docks available. A loading dock is a platform, typically on the exterior of the building, at the same height as the bay of a truck. It enables the goods on the truck to be rolled off the truck directly into the building.

**Other Income**

In Financial Analysis a building may have income consisting of base rent charged to the tenants. In addition, the landlord may pass through to the tenant's additional charges for things like Electricity or Utilities, CAM Charges (Common Area Maintenance) or Real Estate Taxes. Collectively these monies would be entered into the financial statement as Other Income.

**Overhead Door**

This is a count of the number of Overhead Doors a building has. An Overhead door is like the garage door on a home, only large enough to allow a 55 foot tractor trailer truck access.

**Overhead Door Height**

Height of the overhead door.

**RE Included**

In a sale of business, this would indicate that the business owns the building too. In such case a value for the business and a separate value for the property would need to be determined.

**Seller Financing**

The seller is willing to hold a mortgage in the purchase of the property.

**Space Available for Lease**

Indicates the amount of square footage that is available in the building for lease.

**Space on Floor #**

Indicates in a multi-story building what floor the available space is located on.

**Tail Board #**

The count of how many Tail Boards the building has. A tail Board is designed to have the bay of a truck be at the same height as the floor of the building, so the goods on the truck can be rolled off the truck directly into the building. This is accomplished with a declining ramp to the building, which lowers the trucks bay to floor height.

**Under Steel**

Industrial buildings typically have flat roofs that are supported by steel girders which are supported by columns. The ceiling height is measured from the floor to the bottom of the steel girder and is referred to as Under Steel (US) or Clear. i.e. the ceiling height is 25' US.