



**Executive Realty – Commercial Division**

**TENANT WORKSHEET**

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PREFERRED CONTACT METHOD:

\_\_\_ Office Phone \_\_\_\_\_

\_\_\_ Mobile phone \_\_\_\_\_

\_\_\_ Email \_\_\_\_\_

**Are you interested in?**

\_\_\_ Buying

\_\_\_ Renting (short-term)

\_\_\_ Leasing (long-term)

Target transaction date \_\_\_\_\_

**Property type**

\_\_\_ Industrial    \_\_\_ Office    \_\_\_ Retail    \_\_\_ Warehouse    \_\_\_ Flex

\_\_\_ Land    \_\_\_ Medical

**Use**

\_\_\_\_\_

\_\_\_\_\_



## Executive Realty – Commercial Division

### Geography

Target location(s):

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Proximity “must haves”

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### Dimensions

Building size (square feet) \_\_\_\_\_

Unit size (square feet) \_\_\_\_\_

Land area (acres) \_\_\_\_\_

### Loading

\_\_\_ Drive-in door(s)

\_\_\_ Loading Dock(s)

\_\_\_ Special dimension doors \_\_\_\_\_

**Ceiling Height** \_\_\_\_\_

**Parking Spaces** \_\_\_\_\_

**Electrical** \_\_\_ Three phase \_\_\_ Single phase

**Environmental** \_\_\_\_\_

### Budget

Buying: \_\_\_\_\_

Renting: \_\_\_\_\_

Leasing: \_\_\_\_\_

Renovation: \_\_\_\_\_



## Executive Realty – Commercial Division

**Investment specifications (if applicable):**

Owner occupied Yes? \_\_\_\_\_ No? \_\_\_\_\_

Space required for owner use (SF) \_\_\_\_\_

Cap Rate \_\_\_\_\_

Estimate ROI \_\_\_\_\_

Value add \_\_\_\_\_ Turn-key \_\_\_\_\_

Cash buyer Yes? \_\_\_\_\_ No? \_\_\_\_\_

For RE/MAX Commercial assistance, please:

Call 508-541-1350

Fax this form to 508-966-7558

Email [commercialinfo@remaxexec.com](mailto:commercialinfo@remaxexec.com)