



T. Spence
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Worldwide Real Estate



WINDSOR Global Capital Corp

Real Estate Investment Services

WINDSOR Global Capital Corp
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Universal Real Estate Seller Profile Agreement Commercial Building

Sign Full Name: _____ **Date**

Print Full Name: _____

Office/ Cell: # _____

Client Print Email: _____

Owner 100% Ready To Sell Properties: Yes _____ **No** _____

Principal Owner: Yes _____ **No** _____

Representative Owner: Yes _____ **No** _____

Owner Mandate: Yes _____ **No** _____

Broker For Owner: Yes _____ **No** _____

Owners Partner: Yes _____ **No** _____

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BUILDING FOR SALE INFORMATION
Commercial Real Estate Over 4 Units

ANNUAL PROPERTY OPERATING DATA

Name Owner _____ Address: _____

Cell Phone # _____ Total Units _____

Fax # _____ Sq.Ft _____

Email: _____

POTENTIAL RENTAL INCOME _____

1. Less Vacancy and Credit Losses _____ (_____ % of PRI)
2. EFFECTIVE RENTAL INCOME _____
3. Plus Other Income _____
4. GROSS OPERATING INCOME _____
5. OPERATING EXPENSES _____
6. Real estate taxes one year _____
7. Personal Property Taxes _____
8. Property Insurance _____
9. Management Fees _____
10. Payroll one month net _____
11. Repairs and Maintenance _____
12. Total Utilities _____
13. Air Rights Available _____
14. Asking Price _____
15. Total Floors _____
16. Rehab Estimate _____
17. Accounting and Legal fees _____
18. Licenses and Permits _____
19. Rent Control _____
20. Building Abandoned _____
21. Contract Services/Grounds/Pest _____
22. When Lease Expires Per Units _____
23. Gas Or Oil _____
24. Cap Rate _____
25. TOTAL OPERATING EXPENSES _____
26. NET OPERATING INCOME (NOI) _____
27. Less: Annual Debt Service _____
28. Less: Funded Reserves _____
29. CASH FLOW BEFORE TAXES _____
30. Appraisal of building price _____
31. Divided by Equity of _____ = Return on Investment _____ %

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CASH FLOW ANALYSIS

Gross Income:

1. Estimated Annual Gross Income \$ _____
2. Other Income \$ _____
3. Total Gross income \$ _____
4. Less Vacancy Allowance \$ _____
5. Effective Gross income \$ _____

Expenses

6. Taxes \$ _____
7. Insurance \$ _____
8. Water/Sewer \$ _____
9. Garbage \$ _____
10. Electricity \$ _____
11. Licenses \$ _____
12. Advertising \$ _____
13. Supplies \$ _____
14. Maintenance \$ _____
15. Lawn \$ _____
16. Snow Removal \$ _____
17. Pest Control \$ _____
18. Management (Off site) \$ _____
19. Management (On site) \$ _____
20. Accounting/Legal \$ _____
21. Miscellaneous \$ _____
22. Gas \$ _____
23. Telephone \$ _____
24. Pool \$ _____
25. Elevator \$ _____
26. Budget For Replacements \$ _____
27. Monthly Rent Roll gross \$ _____
28. Total Expenses \$ _____
29. Net Operating Income \$ _____
30. Corporate Tax Returns \$ _____
31. Personal Tax Returns \$ _____
32. Financial Statements \$ _____

Debt Service:

33. 1st Mortgage \$ _____
34. 2nd Mortgage \$ _____
35. 3rd Mortgage \$ _____
36. Total Debt Service \$ _____
37. **Net Cash Flow 1 month.** \$ _____
38. **Net Cash Flow 1 year.** \$ _____

BUILDING FOR SALE INFORMATION
Commercial Real Estate Over 4 Units

Please print clearly all information on form

Buyer Contact: _____ Cell Phone: _____

Contact Email or Fax: _____

1. Owner Seller Name: _____ Date: _____

2. Seller Building Address Zip Code: _____

3. Telephone #: _____

4. Cell #: _____

5. Email: _____

6. Fax #: _____

7. Website: _____

8. Asking Price: \$ _____

9. Cash Offer Price: \$ _____

10. Appraisal full Value Price: \$ _____

11. Any Code Violations? Yes: _____ No: _____

12. Is the building abandoned? Yes: _____ No: _____

13. Rent Controlled: Yes: _____ No: _____

14. Are there any liens or judgments on the property ? Yes_____ No_____ or amount due:\$_____
15. Building Property Condition: Poor _____ Fair _____ Good _____ Excellent_____
16. Building free and clear of mortgages: _____
17. Current Loan Balance: \$_____
18. True Vacancy Rates Total: _____
19. Any Color Pictures of the Building Property?: Yes _____ No_____
20. Zoning: _____
21. Lot size: _____
22. What Kind of Building: _____
23. If it's a hotel, how many stars? _____ Total beds: _____ Total rooms: _____ Total Floors: _____
24. Waterfront: No_____ Yes_____ Ocean:_____ River:_____ Lake:_____ Stream: _____ Pond: _____
25. Total kitchens: _____
- 26.Total Fireplaces:_____
27. Total Garages: _____
28. Bathrooms per Floors: _____
29. Total Floors: _____
30. Broker Involved? Yes_____No_____ Name:_____ Cell Phone:_____

31. Broker Email or Fax: _____

32. Total Units: _____

33. Basement and building: _____

34. Total Size (Sq. Ft.): _____

35. Year Built: _____

36. Cap Rate %: _____

37. Total True Rent Roll Income: \$ _____

38. Total Land Acres: _____

39. Property going in foreclosure: No _____ Yes _____

40. Bank's Name: _____

41. Bank's Phone Numbers: _____

42. True Expenses For one Year \$: _____

43. Water & Sewer Price For One Year Service \$: _____

44. Property Taxes \$: _____

45. Total electric \$: _____

46. Insurance total for one year \$: _____

47. Electrical: Yes _____ No _____ Gas: Yes _____ No _____ Oil: Yes _____ No _____

48. Property Brick ? Yes: _____ No: _____

49. True Payroll for one year \$: _____
50. Is title and deed in company's name? No ___ Yes___ If Yes, Company Name: _____
51. Management Fees Total \$: _____
52. Supers total pay one year \$: _____
53. Are you the owner of the building? No _____ Yes _____
54. Title and deed in your name? Yes _____ No _____ Can I see Title and deed? Yes _____ No _____
55. What Class Building: _____
- * * * 56. Describe Repair condition: 1.Poor _____ 2. Fair _____ 3 Good _____ 4. Excellent _____
57. Rehab Estimates? : _____ Repairs Total Cost: \$ _____
58. Rent Control Regulated? :Yes _____ No _____
59. Gross Monthly Income: \$ _____
60. True Net Operating income one year: \$ _____
61. Total one Year Operating Cost: \$ _____
62. Air Rights Available: Yes _____ No _____
63. Special Features: _____
64. When Lease Expires Per Units: _____
65. Any other investment properties for sale? :Yes _____ No _____

Submit Dept: Email: WindsorCapitalSubmit@Yahoo.com

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