

COMMERCIAL LISTING CHECKLIST



EMAIL listing documents to PAPERLESS PIPELINE:
4408-10533-1265@docs.paperlesspipeline.com

ALL LISTING PAPERWORK MUST BE COMPLETE IN PAPERLESS PIPELINE

ADDRESS: _____

MLS #: _____ AGENT(s): _____

Name of Seller(s): _____ PH: _____

OFFICE: Cool Springs Midtown Murfreesboro

***** PLEASE DO NOT SEND INCOMPLETE PACKETS *****

NEW SALE LISTING DOCUMENTATION:

- Printout of Active MLS Sheet
- Commercial Exclusive Seller Listing Agreement (TAR form CF101)
- Confirmation of Agency Status (TAR form RF302)
- Commercial / Industrial Real Property Disclosure (CF201)
- Disclaimer Notice (RF304)
- RESPA Affiliated Business Disclosure
- (If applicable) Personal Interest Disclosure (RF305)
- (If applicable) Showing Instructions

NEW LEASE LISTING DOCUMENTATION:

- Printout of Active MLS Sheet
- Notice of Agreement to Pay Leasing Commission (CF704)
- Commercial Exclusive Leasing/Management Agreement (CF121)
- Disclaimer Notice (RF304)
- (If required by Landlord) Commercial Lease Guaranty (CF443)
- (If applicable) Personal Interest Disclosure (RF305)
- (If applicable) Showing Instructions