

## Existing Building Vacancy Report

Please complete the following to provide the EDC with the necessary details to list your building on their website. Building information is linked to Location One Information System (LOIS) and the requested information follows their format. LOIS is a national site location system. The information listed here will allow your property to be listed on both the EDC website and the LOIS site. The items below listed with (\*) before them are detailed on a pre-designed printable brochure. Items with (+) are key search items.

Submit this completed document with a couple of images and/or a site map of your property.

### GENERAL INFORMATION

\*Building Name: \_\_\_\_\_

\*Address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*Zip: \_\_\_\_\_ \*Within City Limits (Circle): Yes No Unknown

### BUILDING SPECIFICATIONS

+Available (Sq Ft): \_\_\_\_\_ +Ceiling Peak (feet): \_\_\_\_\_

\*Year Built: \_\_\_\_\_ \*Former Use: \_\_\_\_\_

\*Construction Type (circle):

Unknown	Concrete Block	Stucco/Dryvit
Metal or Steel	Masonry	Other
Concrete Tilt-Up	Wood	

+Specialty Feature (circle all that apply):

None	TIF District	Data Center
Freezer/Cooler	Crane	Call Center Ready
Cold Storage	Underground	Pharmaceutical Grade
Food Grade	Shell	Lab Space

\*Zoning (circle):

Unknown	Commercial	None
Industrial	Retail	Other
Industrial – Light	Office	
Industrial – Heavy	Business District	



\*Sale Price: \_\_\_\_\_ \*Lease Rate per (sq. ft./per year): \_\_\_\_\_

Lease Terms (circle): None Negotiable Triple Net Gross Industrial Full Service

+Primary Building Type:

Industrial	Research & Development	Flex Tech
Warehouse & Distribution	Office	Other
Commercial	Retail	Unknown

\*Expandable (circle): Yes No Unknown \*Can Subdivide: Yes No Unknown

Property & Area Description:

Space:

Square Footage per floor: \_\_\_\_\_ \*Number of Stories: \_\_\_\_\_

Dimensions: \_\_\_\_\_ Office (sq ft): \_\_\_\_\_

Manufacturing (sq ft): \_\_\_\_\_ Warehouse (sq ft): \_\_\_\_\_

Refrigerated: Yes No Unknown

**CONSTRUCTION**

Roof (circle):

Insulated Metal	Rubber/EPDM	Other
Built-up	Standing Seam	

Clear Span: Yes No Unknown

Walls (circle):

Brick	Gypboard	Plywood
Clay Masonry	Gypsum Sheathing Straight	Steel
Concrete	Insulated Metal	Stucco
Concrete Masonry	Lapped Siding	Unknown
Diagonally Sheathed	Lath & Plaster	Other
Foam Core Panels		

Column Spacing (feet): \_\_\_\_\_



**Ceilings:**

Insulation R-Value: \_\_\_\_\_ \*Eaves (feet): \_\_\_\_\_

**Floors:**

Floor Type (circle):

Unknown	None	Concrete Reinforced
Concrete Not-Reinforced	Other	

Thickness (Inches): \_\_\_\_\_

**Doors & Docks:**

Truck Drive-in Door Count: \_\_\_\_\_ Truck Drive-in Door Height (feet): \_\_\_\_\_

Truck Dock Door Count: \_\_\_\_\_ Truck Dock Door Height (feet): \_\_\_\_\_

Rail Doors: \_\_\_\_\_ Rail Docks: \_\_\_\_\_

**Interior Features:**

HVAC in Office (circle):

Unknown	Heating	Heating & Air Conditioning
None	Air Conditioning	

HVAC in Manufacturing (circle):

Unknown	Heating	Heating & Air Conditioning
None	Air Conditioning	

Sprinkler System (circle):

Unknown	Dry	Wet/Dry
None	Wet	

Crane Capacity (tons): \_\_\_\_\_ Crane Clear Height (feet): \_\_\_\_\_

**Comments:**

**Description:**

\*Land with Building (Acres): \_\_\_\_\_ Adjacent Available Land (Acres): \_\_\_\_\_



Phase 1 Environmental Audit Completed (circle): Yes No Unknown

Phase 1 Environmental Audit Completed Date: \_\_\_\_\_

Within 100 Year Flood Plain (circle): Yes No Unknown

Topography of Adjacent Land: \_\_\_\_\_

**Features:**

Setting:

Unknown, Agricultural Land, Mixed-Use Business Park, Industrial Park, Office Park, Single Site, Other

Covenants (circle): Yes No Unknown Fire Insurance Class Rating: \_\_\_\_\_

Parking Spaces: \_\_\_\_\_

**Comments:**

**UTILITIES**

**Electricity:**

\*Distribution Supplier: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Voltage-KV: \_\_\_\_\_ Phase (circle): Unknown Single Three

Service Panel-Amps: \_\_\_\_\_ Looped (circle): Yes No Unknown

**Natural Gas:**

\*Distribution Supplier: \_\_\_\_\_ Phone: \_\_\_\_\_

Main (Inches): \_\_\_\_\_ Service Line (Inches): \_\_\_\_\_

Pressure-PSI: \_\_\_\_\_

**Telecommunications:**

Services at Building: \_\_\_\_\_

\*Local Service Providers:



**Water:**

\*Supplier: \_\_\_\_\_ Phone: \_\_\_\_\_

Main (inches): \_\_\_\_\_ Service Line (inches): \_\_\_\_\_

Pressure-PSI: \_\_\_\_\_ Peak Capacity at Plant (gallons per day): \_\_\_\_\_

Private Well (circle): Yes No Unknown

**Sanitary Sewer:**

\*Supplier: \_\_\_\_\_ Phone: \_\_\_\_\_

Main (inches): \_\_\_\_\_ Service Line (inches): \_\_\_\_\_

Peak Capacity at Plant (gallons per day): \_\_\_\_\_ Septic Tank (circle): Yes No Unknown

**Comments:**

**TRANSPORTATION**

**Highways:**

\*Nearest Interstate: \_\_\_\_\_ +Nearest Interstate Distance (Miles): \_\_\_\_\_

\*Nearest 4-Lane Highway: \_\_\_\_\_ +Nearest Highway Distance: \_\_\_\_\_

Other Highways: \_\_\_\_\_

**Airport:**

Nearest General Aviation Airport: \_\_\_\_\_ Distance: \_\_\_\_\_

\*Nearest Commercial Airport: \_\_\_\_\_ +Distance: \_\_\_\_\_

**Rail:**

+Rail Served (circle): Yes No Unknown

Rail Spur to Building (circle): Yes No Unknown Possible

Service Type (circle): Unknown Mainline Branch Short Line None

Railroad Service Provided by: \_\_\_\_\_

**Comments:**

### TAXES

Real Property Taxes: \_\_\_\_\_ Tax Year: \_\_\_\_\_

**Comments:**

### CONTACT INFORMATION

**Contact Information:**

Contact Name: \_\_\_\_\_ Organization Name: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

**Broker Information:**

Broker Protected (circle): Yes No Unknown

Owner/Broker: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_