



**CITY OF WAUWATOSA**  
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## CONFIDENTIAL COMMERCIAL SALE QUESTIONNAIRE

**PARCEL NUMBER:**

**PROPERTY ADDRESS:**

Please answer the following questions to the best of your knowledge:

1. What was the purchase price? \$ Asking Price \$
2. How was the price determined? *Check all that apply* Negotiation Appraisal Other  
Other, please describe:
3. Did the sale price include an existing business?  
If yes, estimate the value of the business:
4. Was any personal property included in the sale price?  
If yes, estimate the value of the personal property:
5. Was the purchase price affected by unusual circumstances?  
If yes, please describe:
6. Did the buyer obtain 100% interest in all rights of the property?  
If no, please explain:
7. How was the property marketed for sale? *Check all that apply*  

Listed with a realtor	Displayed a For Sale sign	
Word of Mouth	No Marketing	Advertised online

  
Other, please describe:
8. How long was the property listed on the market? *Select one of the following:*
9. What was the method of financing? *Select one:*  
Other, please describe:

10. What percentage of the property is rented or leased?

At the time of sale: % leased At the present time: % leased

11. What percentage of the property is owner occupied?

At the time of sale: % Owner Occupied At the present time: % Owner Occupied

12. What percentage of the property is vacant?

At the time of sale: % Vacant At the present time: % Vacant

13. Special factors affecting the sale: *Check all that apply*

- Sale between relatives
- Auction Sale
- Estate Sale
- 1031 Starker
- Buyer is a religious, charitable benevolent or educational organization
- Sale involved a build to suite or leaseback arrangement
- Multiple properties included in sale price - Please include the value allocated to this parcel: \$
- Sale between business partners
- Merger/Acquisition
- Land contract or Contract of deed
- Short sale
- REIT portfolio investment
- Sale between landlord and tenant
- Sale involved a trade or exchange
- Foreclosure or Sherrif's sale

14. Have you made changes to the property after purchase?

If yes, please check which one(s) apply:

- New Construction
- In process of making changes
- Addition
- Other, please describe:
- Remodeling
- Demolition

15. Does the property need any significant repairs?

If yes, please describe:

16. Is a future change in use of the property planned?

If yes, please describe:

17. What was the use of the property at the time of sale?

18. Has there been an appraisal performed for financing or any other purpose?

If yes, please provide: Appraised Value: \_\_\_\_\_ Date of Appraisal: \_\_\_\_\_

19. Do you consider the total sale price to be a fair reflection of market value for the real estate on the date of sale? If no, please explain why:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Owner Comments: