

BUILDING/SITE LISTING INFORMATION

Please fill out this form and complete where possible and return to:

Village of Mount Prospect
 Community Development Department
 50 S. Emerson Street
 Mount Prospect, IL 60056-3218

CONTACT INFORMATION

CONTACT INFORMATION	
Contact Name	
Contact Organization	
Address	
City, State & Zip	
Phone	
Fax	
Email	
Web Address	
ALTERNATE CONTACT INFORMATION	
Contact Name	
Contact Organization	
Address	
City, State & Zip	
Phone	
Fax	
Email	
Web Address	

BROKER / OWNER	
Broker Protected (Circle One)	Yes No Unknown
Owner / Broker	
Contact Name	
Phone	
Email	

PROPERTY AND AREA DESCRIPTION
Please write description below (Attach Additional Sheets If Necessary)



OVERVIEW OF SITE/BUILDING

Building Name			
Address			
Zip Code			
Within City Limits (Circle One)	Yes	No	Unknown
Primary Building Type (Circle One)	Unknown Commercial Flex Tech Industrial	Office Research & Development Retail Warehouse & Distribution Other	
Secondary Building Type (Circle One)	N/A Unknown Commercial Flex Tech Industrial	Office Research & Development Retail Warehouse & Distribution Other	
Year Built			
Available (Sq. Feet)			
Ceiling Peak (Feet)			
Construction Type (Circle One)	Unknown Metal or Steel Concrete Tilt-Up Concrete Block	Masonry Wood Stucco/Dryvit Other	
Expandable (Circle One)	Yes	No	Unknown
Can Subdivide (Circle One)	Yes	No	Unknown
Former Use (Describe)			
Specialty Feature (Circle One)	None Cold Storage Crane	Shell Data Center	
Zoning (Circle One)	Unknown Commercial Industrial-Light Industrial-Heavy	Office Retail Business District Other	
Sale Price			
Lease Rate Per (Sq. Ft./ Per Year)			
Lease Terms (Circle One)	Unknown None Triple Net	Gross Industrial Full Service	



BUILDING SPECIFICATIONS (IF APPLICABLE)

SPACE (Square Feet)	
Total	
Available	
Per Floor	
Number of Stories	
Office	
Manufacturing	
Warehouse	
Refrigerated	

CONSTRUCTION			
Roof (Circle one)	Unknown Insulated Metal Built-up	Rubber/EPDM Standing Seam Other	
Walls (Circle one)	Unknown Foam Core Panels Lath & Plaster Plywood Gypboard	Gypsum Sheathing Straight Lapped Siding Stucco Diagonally Sheathed Foam Core Panels Brick	Clay Masonry Concrete Masonry Concrete Steel Other
Clear Span (Circle One)	Yes	No	Unknown
Column Spacing (Feet)			

CEILINGS	
Eaves (Feet)	
Insulation R-Value	

FLOORS		
Floor Type (Circle One)	Unknown None Concrete-Reinforced	Concrete-Not Reinforced Other
Thickness (Inches)		

DOORS AND DOCKS	
Truck Drive-In	
Number of doors	
Height (Feet)	
Truck Dock Doors	
Number of doors	
Height (Feet)	
Rail Doors	
Number of doors	
Number of docks	



INTERIOR FEATURES		
HVAC in Office (Circle One)	Unknown None Heating	Air Conditioning Heating & Air Conditioning
HVAC in Manufacturing (Circle One)	Unknown None Heating	Air Conditioning Heating & Air Conditioning
Crane Capacity (Tons)		
Crane Clear Height (Feet)		
Sprinkler System (Circle one)	Unknown None Dry	Wet Wet/Dry

SITE SPECIFICATIONS

SITE DESCRIPTION	
Land with Building (Acres)	
Adjacent Available Land for Sale (Acres)	
Phase 1 Environmental Audit Completed (Circle One)	Yes No Unknown If Yes, Date Completed:
Within 100 Year Flood Plan (Circle One)	Yes No Unknown

SITE FEATURES			
Setting (Circle One)	Unknown Agricultural Land Mixed-Use Business Park	Industrial Park Office Park Single Site	Other
Covenants (Circle One)	Yes No Unknown		
Fire Insurance Class Rating			
# of Parking Spaces			

IMAGES

If you want to attach an image (up to 3) to a building profile, please save the picture into the following two sizes:

- Large Image: 400 wide x 300 high (pixels)
- Small Image: 150 wide x 112 high (pixels)

Email the pictures with the name of the building to: econdev@mountprospect.org



UTILITY INFORMATION

ELECTRICITY			
Distribution Supplier			
Phone Number			
Primary Voltage (KV – e.g. 12.5)			
Service Panel (AMPS)			
Phase (Circle One)	Unknown	Single	Three
Looped (Circle One)	Yes	No	Unknown

NATURAL GAS	
Distribution Supplier	
Phone Number	
Main (Inches)	
Pressure (PSI)	
Service Line (Inches)	

TELECOMMUNICATIONS	
Services at Building	
Local Service Providers	

WATER	
Supplier	
Phone Number	
Main (Inches)	
Service Line (Inches)	
Pressure (PSI)	
Peak Capacity at Plant (Gallons Per Day)	
Private Well (Circle One)	Yes No Unknown

SANITARY SEWER	
Supplier	
Phone Number	
Main (Inches)	
Service Line (Inches)	
Peak Capacity at Plant (Gallons Per Day)	
Septic Tank (Circle One)	Yes No Unknown



TRANSPORTATION INFORMATION

HIGHWAYS	
Nearest Interstate (Include Distance in Miles)	
Nearest 4-Lane Highway (Include Distance in Miles)	
Other Highways	

AIRPORT	
Nearest General Aviation Airport (Include Distance in Miles)	
Nearest Commercial Airport (Include Distance in Miles)	

RAIL			
Rail Served (Circle One)	Yes	No	Unknown
Rail Spur On-Site (Circle One)	Yes	No	Unknown Possible
Service Type (Circle One)	Unknown Main Line Branch		Short Line None
Railroad Service Provided By (Railroad name)			

TAX INFORMATION

REAL PROPERTY TAX $((\text{Value} \times \text{Ratio}) / \text{Per}) \times \text{Tax Rate}$	
Tax Year	
Value for Tax Purposes	
Assessment Ratio (Percent of Value)	
Tax Rate	
Per (Circle One)	Unknown \$100 \$1000

