



1800 Oakwood Dr., Miami
Miami, FL 33166
Main (305) 468-7000
MLS (305) 468-7067
Fax (305) 468-7030
mls@miamire.com
CompOnlySales@miamire.com
MiamiRealtors.com.com

MIAMI
Coral Gables
Northwestern Dade
Aventura
West Broward | Sawgrass
SW Broward | Hollywood
Northeast Broward
JTHS-MIAMI

Comp Only Lease Reporting

Comp Only Lease Status in the MIAMI MLS makes non-MLS reported lease information available for CMA purposes AND will be included in Agent Production Reports. All required documentation must be complete and included when submitted.

- Submit Lease Statement with Comp Only Lease Form
- Comp Only Lease Submittal Form signed by Agent and Broker
- Comp Only Lease Submittal Form must be received by MLS within 30 days of closing
- Comp Only Lease entered by MIAMI MLS Staff – automatically entered as Closed Lease
- Production Credit only to Selling Agent

☐ LEASE STATEMENT ATTACHED

Leased Date ___/___/___ Lease Term _____

Lease Type: ☐ Gross Lease / Full Service ☐ Net Lease ☐ Modified Gross / Modified Net
☐ Variable Lease ☐ Percentage Lease

Lease Price: \$_____ TI Concessions: \$_____ CAM Fees: \$_____

Leasable Square Foot: _____

Selling Agent: License Number _____ Phone Number _____

Co-Selling Agent: License Number _____

Property Folio Number _____

IF Folio Number is NOT available – the following information is required

County: ☐ Miami-Dade ☐ Broward ☐ Palm Beach ☐ Martin ☐ St. Lucie ☐ Monroe ☐ Other

Address: _____ Unit # _____

City: _____ Zip: _____

Type of Property: ☐ Flex Space ☐ Hotel ☐ Income / Multifamily ☐ Industrial ☐ Mixed Use
☐ Office ☐ Restaurant / Entertainment ☐ Retail ☐ Special Purpose

Selling Agent Name (Print)

Broker/Manager Name (Print)

Selling Agent Signature - Date

Broker/Manager Signature - Date

☐ I have the authority to release this information

Send Leasing Statement AND Completed Form to:
CompOnlySales@miamire.com

Office Name (Print)