

# AIR COMMERCIAL REAL ESTATE ASSOCIATION CONTRACT FORMS

THE INDUSTRY STANDARD ACHIEVES NEW HEIGHTS WITH WINAIR FORMS 2.0

AIR TAKES ELECTRONIC FORMS TO A NEW LEVEL WITH **WINAIR FORMS 2.0**. IN ADDITION TO INCLUDING ALL AIR FORMS AND ADDENDA, USER-FRIENDLY SCREENS, BUILT-IN SECURITY, CONVENIENT FORMS USAGE, AND AN EASY RE-ORDERING PROCESS, WINAIR FORMS 2.0 HIGHLIGHTS SUCH NEW FEATURES AS OPENING MULTIPLE FORMS SIMULTANEOUSLY, SAVING EACH FORM AS AN INDIVIDUAL FILE, SAVING DATA INTO A DATABASE, CHANGING FORMATS FROM LEGAL TO LETTER SIZE ON SCREEN, AND PRINTING IN COLOR.

## WINAIR FORMS 2.0

### Description

WITH WINAIR FORMS 2.0™ SOFTWARE, YOU HAVE THE ABILITY TO FILL IN, CUSTOMIZE, AND PRINT AIR'S COMMERCIAL REAL ESTATE FORMS AND ADDENDA FROM YOUR COMPUTER AND PRINTER.

### What's New in 2.0

- ~> NO DONGLE.
- ~> OPEN MULTIPLE FORMS AT THE SAME TIME.
- ~> SAVE EACH FORM AS AN INDIVIDUAL FILE.
- ~> FILL IN A FORM AND POPULATE DATA INTO ANOTHER FORM AUTOMATICALLY.
- ~> SAVE DATA INTO A DATABASE.
- ~> CHANGE THE FORMAT FOR VIEWING ON SCREEN FROM LEGAL TO LETTER.
- ~> PRINT DIRECTLY TO A PDF FILE, WITHOUT HAVING THE FULL VERSION OF ADOBE ACROBAT®.
- ~> ADDING AND EXTENDING LINES IS MADE EASIER.
- ~> PRINT A MODIFICATION SHEET TO VIEW CHANGES YOU MADE TO A FORM.
- ~> ADD NOTES TO YOUR FORMS.
- ~> INSERT IMAGES AND PASTE TEXT FROM EXTERNAL PROGRAMS.

features you need

**SAFE.** SECURITY CONTROLS TO PROTECT YOUR FORMS FROM REVISION OR ACCESS FROM UNAUTHORIZED USERS.

**ORGANIZED.** STORE COMPLETED FORM IN YOUR OWN PERSONAL FOLDERS.

**EDIT.** SPELL-CHECK COMPLETED FORMS.

**TRACK** THE HISTORY OF EDITS TO A FORM THROUGH REVISION CONTROL.

**PRINT** UNLIMITED DRAFT COPIES, FREE!.

**COST-EFFECTIVE.** ONLY ONE CHARGE FOR UNLIMITED COPIES OF FINAL PRINTS

**PRINT** LETTER-SIZE CONTRACTS.

**INSERT** YOUR COMPANY LOGO, FLOOR PLAN, OR ANY BITMAP GRAPHIC IMAGE INTO YOUR FORM.

**SAVE TIME.** ELIMINATE REDUNDANT TYPING BY STORING RE-OCCURRING (BOILERPLATE) TEXT INTO YOUR OWN PERSONAL LIBRARY.

**ELIMINATE MISTAKES.** PRINT FIELD INFORMATION ONLY TO HELP PROOF DRAFT COPIES.

**FLEXIBLE.** E-MAIL AND FAX FORMS DIRECTLY FROM YOUR COMPUTER.

**NETWORKABLE.**

**EASY.** USER-FRIENDLY SCREENS.

**STRIKE THROUGH** PREPRINTED TEXT AND ADD YOUR OWN CUSTOM TEXT ANYWHERE ON A FORM.

A DIFFERENT **FONT** USED FOR CUSTOM LANGUAGE.

# WinAIR Forms 2.0

Also available in AZ, CO, FL, IL & NV Versions

The MULTIPLE of the  
AIR Commercial Real Estate Association

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Glendale, California 91203

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Fax: 213.687.8616

Website: [www.airca.com](http://www.airca.com)



## Purchase and Sale Forms

- Standard Offer, Agreement and Escrow Instructions for Purchase of Real Estate © 2004 Rev. 2012
- Standard Offer, Agreement and Escrow Instructions for Purchase of Real Estate (Vacant Land) © 2008 Rev. 2012
- Standard Offer, Agreement and Escrow Instructions for Purchase of Residential Income Properties © 2009 Rev. 2012
- Counter Offer – Seller © 1998 Rev. 2008
- Counter Offer – Buyer © 1998 Rev. 2008
- Seller's Mandatory Disclosure Statement © 1998 Rev. 2009

## Agency Agreements

- Exclusive Right to Represent Buyer/Lessee - For Purchase or Lease © 1997 Rev. 2011
- Exclusive Right to Represent Owner - For Sale or Lease © 1997 Rev. 2013
- Exclusive Listing Agreement for Sublease © 1997 Rev. 2011
- Limited Listing Agreement for Sale or Lease © 2006 Rev. 2007

## Industrial / Commercial Leases

- Single-Tenant Gross © 2001 Rev. 2013
- Single-Tenant Net © 2001 Rev. 2013
- Land Lease Gross © 2008 Rev. 2013
- Multi-Tenant Gross © 2003 Rev. 2013
- Multi-Tenant Net © 2004 Rev. 2013
- Standard Sublease – Post - 1995 Leases © 1997 Rev. 2010
- Standard Sublease – Pre - 1996 Leases © 1997 Rev. 2010
- Standard Sublease Multi-Tenant © 2001 Rev. 2010

## Lease Offers & Lease Proposals

- Standard Offer and Agreement to Lease Real Estate © 1998 Rev. 2006
- Standard Proposal to Lease © 1997 Rev. 2005
- Counter Offer – Lessor © 2001 Rev. 2001
- Counter Offer – Lessee © 2001 Rev. 2001
- Counter Proposal – Lessor © 1999 Rev. 1999

## Office Leases

- Multi-Tenant Office – Gross © 1999 Rev. 2013
- Multi-Tenant Office – Net © 2002 Rev. 2013

## Retail Lease & Addenda

- Standard Multi Tenant Shopping Center Lease Net © 2003 Rev. 2013
- Merchant's Association Addendum © 2003 Rev. 2003
- Percentage Rent Addendum © 2003 Rev. 2003

## Standard Lease Addenda

- Lessor's Option to Cancel - Assignment or Sublease by Lessee © 2000 Rev. 2000
- Option to Extend With a Cost of Living Increase © 2000 Rev. 2000
- Option to Purchase © 2000 Rev. 2006
- Rent Adjustments © 2000 Rev. 2000
- Right of First Refusal © 2000 Rev. 2006
- Structural Alterations – Earthquake Hazard Ordinance © 2000 Rev. 2000
- Work Letter © 2008 Rev. 2010
- Service Agreement – HVAC © 2000 Rev. 2006
- Arbitration Agreement © 1997 Rev. 2013
- Notice of Election to Extend Term of Lease © 2006 Rev. 2006
- Notice of Election to Purchase © 2006 Rev. 2006
- Right of First Refusal to Lease Additional Space © 2006 Rev. 2006
- Right of First Offer to Purchase © 2006 Rev. 2006
- Tenant Application-Credit and Background Information © 2006 Rev. 2006
- Lease Abstract © 2009 Rev. 2009
- Amendment to Exclusive Right to Represent Owner - For Sale or Lease © 2010 Rev. 2010
- Amendment to Lease © 2006 Rev. 2006
- Commencement Date Memorandum © 2006 Rev. 2012

## Miscellaneous Forms & Publications

- Guaranty of Lease © 1996 Rev. 2006
- Assignment and Assumption of Lease and Consent of Lessor © 2003 Rev. 2003
- Assignment and Assumption of Lessor's Interest in Lease © 1996 Rev. 1998
- Property Information Sheet © 2000 Rev. 2013
- Standard Estoppel Certificate – By Lessor © 2000 Rev. 2007
- Standard Estoppel Certificate – By Lessee © 2000 Rev. 2007

## PLEASE TYPE OR PRINT

WinAIR Program	Price
<b>WinAIR Forms 2.0 CD –</b> Includes: One User/PC License and 200 Tokens	\$ 399.00
<b>Additional PC/User License</b> for WinAIR Forms 2.0 (Includes 200 Tokens)	\$ 125.00
<b>WinAIR Forms 2.0 User's Manual</b> A Step by Step Guide to Understanding and Using the AIR Lease Forms and Addenda	\$ 149.00
<b>SUBTOTAL</b>	\$
Less 25% Discount to AIR Members	\$
California Residents add 9.0% tax	\$
<b>TOTAL</b>	\$
UPS Ground Delivery add \$10.00	\$ 10.00
UPS Overnight Morning Delivery add \$26.00	\$
<b>GRAND-TOTAL</b>	\$

- NO COD's - <b>SHIPPING ADDRESS</b> - No PO Boxes -		
Firm Name:	Attention:	
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City:	State:	Zip:
Email Address: (required)	Phone:	Fax:

### \*\*\*\*\* IMPORTANT SHIPPING INFORMATION \*\*\*\*\*

All orders received by **1:00pm** (Pacific Standard Time) will ship the same day. Orders received after 1:00pm (PST) will be shipped the following business day. All orders are shipped via United Postal Service (UPS). We are not responsible for delays in transit.

★ ALL SALES ARE FINAL ★

## BILLING INFORMATION

- Check Enclosed (make payable to The MULTIPLE)
- Charge Credit Card:

### Mail/Fax Orders to AIR

500 N. Brand Blvd., Suite 900  
Glendale, CA 91203  
Fax: 213.687.8616

Card No:	Exp. Date:
Name on Card:	Authorized Signature: