

Parking Income

Does the property have the following?

Parking Type	# of Stalls	Monthly Rent	Monthly Discount
Enclosed – Heated			
Enclosed – Unheated			
Carport			

Is the parking rented to a 3rd party?

No If yes;

of stalls rented _____
 Monthly rent/stall _____

PROPERTY EXPENSES (Actual Building Expenses)

(DO NOT INCLUDE mortgage, bank charges, property taxes, debt charges, depreciation, business expenses or expenses incurred by your tenants)

Expenses	Amount	Equipment Replacement	Quantity	Total Cost (During This Year Only)
Advertising / Marketing		Fridge		
City License Fee		Stove		
Office / Accounting		Washer		
Owner Paid Utilities	Amount	Dryer		
Electricity		Dishwasher		
Natural Gas		Air Conditioner		
Water & Sewer		Other:		
Waste & Recycling		Improvement Expenses	Capital Expenses*	Repair Expenses**
Management Fee:		Roof		
<input type="checkbox"/> Self Mgmt:		Exterior Finish		
<input type="checkbox"/> Professional Mgmt		Windows & Doors		
Caretaker Suite Rent / Wage		HVAC		
Cleaning Supplies		Decks / Balconies		
Annual Insurance		Cabinets		
Other:		Flooring		
Other:		Plumbing Fixtures		
Other:		Painting / Decorating	N/A	
Other:		Other:		
		Other:		

***Capital Expense** gives a lasting benefit, advantage or extends the useful life of your property or improves it beyond its original condition. (i.e., the cost of replacing a roof - every 20 years)

****Repair Expense** is one that generally reoccurs over a short period. (i.e., the cost of painting the interior of a suite - completed each year)

If meal or accommodation service expenses are part of the monthly rental income, please provide the average monthly meal or accommodation expenses per occupied room.

COMMENTS

APPRAISAL

Was there an appraisal done on the property in the last 3 years? Yes No

If Yes, Date of Appraisal: _____ Purpose of Appraisal: _____ Amount: _____

CERTIFICATION

All information provided herein has been examined by me and is true, current, and complete to the best of my knowledge.

Signature: _____ Name: _____

Daytime Phone No: _____ Email: _____

Date: _____