Enter 2021

## INCOME& EXPENSE DATA WORKSHEET

F	nt	er	Pro	perty	/ Ad	dres

	INST	RUCTIONS FOR	K THE 2024 SUSSE	X REASSESSMENT	
Annual Income and Expense Statement for the	year ending:	PROPE	RTY ADDRESS:		
PROPERTY USE (check all that apply):	Apartment	Office Ret	ail Mixed Use	e Shopping Center Indus	trial Other
CHECK HERE IF ANY PART OF THIS PROPER	TY IS OWNER OCCUP	IED:	It is critical to c	heck this box if you are using all or	part of the property yourself
<ol> <li>Total gross building area         (Including owner-occupied space)</li> <li>Owner-occupied area</li> <li>Net Leasable area</li> <li>Number of rental units, including owner-occupied</li> </ol>			Sq. Ft. Sq. Et. Sq. Ft.	Enter <b>Net Sq F</b> 5. Number of parking spaces 6. Actual Year Built, if known 7. Year Remodeled	t excluding common areas
ACTUAL GROSS INCOME *  9. Apartment Rents (From Schedule A)  10. Office Rents (From Schedule B)  11. Retail Rents (From Schedule B)  12. Mixed Rents (From Schedule B)  13. Shopping Center Rents (From Schedule B)  14. Industrial Rents (From Schedule B)  15. Other Rents (From Schedule B)  16. Parking Rents  17. Other Misc income (e.g. CAM, INS or TAX R  18. TOTAL ACTUAL GROSS INCOME =  19 Less, losses from vacancy and credit coller  20. EFFECTIVE GROSS ANNUAL INCOME =				LESS, ACTUAL EXPENSES  21. Heating fuel  22. Gas and electricity  23. Water and sewer  24. Other utilities  25. Payroll (do not include management)  26. Supplies  27. Management  28. Insurance  29. Common Area Maintenance  30. Leasing Fees/Commissions/Advert  31. Legal and Accounting  32. Elevator maintenance  33. Tenant improvements  34. General repairs	
income your property	ubtract Line 19 from this amount would ported on IRS Form in Enter all loss	I match income	e E	35. Other (specify) _ 36. Other (specify) _ 37. Other (specify) _ 38. Reserves 39. Security 40. TOTAL ACTUAL EXPENSES = 41. NET OPERATING INCOME = DO NOT INCLUDE TAXES, DEPRECIATION OF	
				Subtract Line	40 from Line 20

PROPERTY ADDRESS:										Ap		ome is reported
SCHEDULE A - APARTM	<i>1ENT RENT</i>	SCHED	ULE								on a <b>Mo</b> r	<mark>nthly</mark> Basis
								Typical				
Unit Type No. Of Units		<u>Unit Size</u>	<u>Unit Size</u> <u>Monthly Rent</u> <u>Lease Term</u> ~ <i>Complete this section for apartment re</i>				nt rentals only ~					
	Total	Rented Rooms Baths		Sq. Ft.	Sq. Ft. Per Unit Total			ITEMS INCLUDED IN RENT			NT	
Efficiency									(Check all that apply)			
1 Bedroom				☐ Heat			Furnishings					
2 Bedroom												-
3 Bedroom									☐ Electricity ☐ Security		Security	
4 Bedroom									☐ Other utilities ☐ Pool		Pool	
Other rentable units									☐ Air conditioning		Conniscourts	
Owner/manager occupied									☐ Ienniscourts			
Subtotal										1 Stove/ Keirigi	erator 🗆 I	Parking
Parking										Dishwasher		Garbage disposal
Other income (specify)										□ Other(specify):		
TOTAL										Non	Anartmont	Income is reported o
SCHEDULE B - OTHER N	ION-APART	TMENT	RENTSCH	EDULE			~ Complete	this section for	r all other r		-	and annual basis
	<u>Floor</u>											
<u>Tenant Name</u>	<u>Location</u>	<u>Lease Terms</u>				<u>Parkir</u>						
		Start	End Date	1 -	Base Mthly	Escal/CAM/	Total Rent	# of Spaces	Annual	Owner	Tenant	If Owner Provided,\$
		Date		Rented	Rent\$	Overage	\$		Rent\$	Provided	Provided	Cost to Fit Up/Renovate
						1						
							-			_		
						1						1
	<u> </u>											
Don't I I												
		ck Box(es) if tenant and/or										
OW OW			-	wner provided fit up for								
				Ш	leased	space						
											<del> </del>	
						Indicate th			the dollar amount of			
								fit up costs				
						1						
TOTAL												

PARCEL ID: ENTER YOUR PARCEL ID #

## COPY AND ATTACH IF ADDITIONAL PAGES ARE NEEDED

## **PURCHASE PRICE VERIFICATION**

Complete this section if the property was purchased within the last 10 years ~ ALL OWNERS MUST SIGN AND DATE THE ATTESTION BELOW ~

Purchase Price \$	Down Payment: \$		Purchase Date:		
Selling Broker:	Broker Telephone#:				
Date of Last Appraisal:	Appraisal Firm:		Appraised Value:	<u>;                                    </u>	
First Mortgage: \$	Interest Rate:	Payment % ScheduleTerm:	Years	□ Fixed □ Variable	
Did the purchase price include monies a	llocated for: Furniture? \$	Equipment? \$	Other? \$		
PROPERTY CONDITION:	EST	MATE OF REPAIRS NEEDED AT	THE TIME OF SALE: \$		
Has the property been listed for sale sin	ce your purchase? □Yes □No				
If yes, provide list price: \$	Date listed:	Listing broker:	Bro	oker's Telephone#:	
	circumstances, or extraordinary factors the area for any other helpful information or c		e.g., vacancy, seller motivation, o	conditions of sale, property condition,	
	VERY IMPORTANT TO	O SIGN			
ATTESTATION:	AND DATE				
I DO HEREBY DECLARE THAT TH	HE FOREGOING INFORMATION, F	CCORDING TO THE BEST	OF MY KNOWLEDGE, ME	MORY AND BELIEF, IS A COM	PLETE
AND TRUE STATEMENT OF ALL	INCOME AND EXPENSES ATTRIB	UTABLE TO THE ABOVE I	DENTIFIEDPROPERTY.		
Signature:		Name (Print):		Date:	_
Title:		Telephone#:			