

COMMERCIAL / INDUSTRIAL REAL PROPERTY
INCOME QUESTIONNAIRE FOR THE 36 MONTHS FROM 1/1/2017 TO 12/31/2019

«PROPERTY_NAME»
 «ADDRESS_OF_PROPERTY»

«OWNER_OF_RECORD»
 «TAX_ACCOUNT_s»

Present % use of property (store, office, warehouse, etc.) _____
 Check services & utilities included in rent: Heat () Gas () Elec () A/C () Janitor () Other (List) _____

Gross Building Sq. Ft. _____ Net Bldg. Sq. Ft. _____
 Interior finish was provided by: Owner () Tenant ()

ANNUAL INCOME:

2017

2018

2019

- 1. Retail Space – 100% Capacity
- 2. Office Rentals – 100% Capacity \$
- 3. Other Rentals – 100% Capacity \$
- 4. Overage (percentage rents) \$
- 5. Miscellaneous \$
- 6. Total Possible Income \$
- 7. Loss due to Vacancy or Bad Debt \$
- 8. TOTAL ACTUAL INCOME (line 6 less line 7) \$

**SEE
 ATTACHED
 FINANCIALS**

EXPENSES:

- 9. Payroll (except manager, repair) \$
- 10. Supplies (janitor, bulbs, etc.) \$
- 11. Electricity \$
- 12. Water/Sewer \$
- 13. Fuel (Type of fuel) \$
- 14. Gas \$
- 15. Management Fees/Wages \$
- 16. Leasing Fees/Wages \$
- 17. Common Area Maintenance (List) \$
- 18. Maintenance and Repairs (List) \$
- 19. Administrative Costs (List) \$
- 20. Services (List) \$
- 21. Miscellaneous Expenses (List) \$
- 22. Fire Insurance and Extend. Coverage \$
- 23. Reserves for Replacements (List) \$
- 24. TOTAL EXPENSES (lines 9-23) & attachments) \$

25. NOI (Line 8 les line 24) \$

- 26. Real Estate Taxes \$
- 27. Mortgage Payment \$
- 28. Building Depreciation \$
- 29. Capital Expenditure \$

MORTGAGES/SALES INFORMATION

- 1. Is there a current mortgage on this property? Yes _____ No _____
- 2. If "yes," please provide the following data:

(A) _____ (B) _____ (C) _____
 Name of Mortgagee Mortgage Amount Interest Rate
 (D) _____ (E) _____ (F) _____
 Term of Mortgage Date 1st Payment Monthly Payment

- 3. Date Purchased _____ Consideration _____

I declare, under the penalties of perjury, that the contents of this form and the accompanying schedules and statements have been examined by me and are true, correct, and complete to the best of my knowledge, information, and belief.

 Signature Title of Signer Date

 Print Name of Signer Telephone Number
 328906 «CLIENT_NAME» «CLIENTMATTER_» «ATTORNEY»