**APARTMENTS**

**NAME OF COMPLEX:**

**Parcel #:**

**Rent Schedule as of 12/31**

Unit Type Number Furn. Rent Per Month Number Unfurn. Rent per Month

Studio       $            $

1 Bedroom       $            $

2BR/1BA       $            $

2BR/2BA       $            $

3 Bedroom       $            $

Other       $            $

Total Units       $            $

**Utilities** **Tenant Pays**

Electric/Gas Yes  No

Water/Sewer Yes  No  On-Site Manager? Yes  No

Telephone Yes  No  Leasing Office? Yes  No

**Income Data Summary**: Provide latest three year history.

Last Year Two Years Three Years

Year:      Year:      Year:

Potential Gross Income (100% Occupancy) =$      $      $

Vacancy and Collection Loss (Actual) -           

Adjusted Gross Income =            

Other Income (Laundry, Vending, Etc.) +           

Effective Gross Income =            

Total of all Expenses -           

Net Operating Income =$           

Additional Information/Remarks

**Apartment Expense Data**

Provide Three Year History

Note: For proper analysis all expenses reported should be **Actual** incurred each year.

**Disallowed Expenses**: Depreciation, Mortgage Debt Service and Property Tax

Last Year Two Years Ago Three Years Ago

Year:      Year:      Year:

**Actual Expenses**

Annual Insurance $      $      $

Management/Agent Fees            

Advertising Promotion            

Administrative/Salaries            

Gas/Electric            

Water/Sewer            

Telephone            

Bldg. Maintenance and Repairs            

Parking Lot and Common Area            

Service Contracts            

Janitorial            

Supplies            

Other Expenses (Describe)

**Major Replacement/Repairs** (from Pg. 3)            

**Total of all Expense**= $      $      $

**Last Year**

**Major Replacement/Repairs**

Date (Mo/Yr) Total Cost ÷ Avg. Life (Yrs) = Annual Amt.

Heating/Cooling       $      ÷       = $

Roofing       $      ÷       = $

Floor Coverings       $      ÷       = $

Appliances/Water Heater       $      ÷       = $

Painting (Multi-Unit)       $      ÷       = $

Others

      $      ÷       = $

Total for Last Year = $

**Two Years Ago**

**Major Replacement/Repairs**

Date (Mo/Yr) Total Cost ÷ Avg. Life (Yrs) = Annual Amt.

Heating/Cooling       $      ÷       = $

Roofing       $      ÷       = $

Floor Coverings       $      ÷       = $

Appliances/Water Heater       $      ÷       = $

Painting (Multi-Unit)       $      ÷       = $

Others

      $      ÷       = $

Total for Two Years Ago = $

**Three Years Ago**

**Major Replacement/Repairs**

Date (Mo/Yr) Total Cost ÷ Avg. Life (Yrs) = Annual Amt.

Heating/Cooling       $      ÷       = $

Roofing       $      ÷       = $

Floor Coverings       $      ÷       = $

Appliances/Water Heater       $      ÷       = $

Painting (Multi-Unit)       $      ÷       = $

Others

      $      ÷       = $

Total for Three Years Ago = $