

Commercial Property Rent Roll and Operating Data



| | | | | | | | | | |
|---|--------|----------------|----------------------------|----------------------------------|---------------|---------|------------------------------|-------|-------|
| Name: | | | | Member Number: | | | | | |
| Date: | | | | If Purchase, Sales Price: | | | | | |
| Street: | | | | If Refinance, Date of Purchase: | | | | | |
| City/State/Zip: | | | | Estimated Market Value: | | | | | |
| Type of Property: | | | | Non-residential Total Sq. Feet | | | | | |
| No. of Units: | | Land Area: | | Rentable Square Feet: | | | | | |
| If You Currently Own the Property; List Mortgages | | | | | | | | | |
| | | Current Lender | | Loan Balance | | | Monthly Payment | | |
| 1 st Mortgage | | | | | | | | | |
| 2 nd Mortgage | | | | | | | | | |
| Rental Income: (Use Additional Pages if more than 10 tenants) | | | | | | | Tenant Contribution (if any) | | |
| Unit # | Tenant | Monthly Rent | Sq. Ft. or No. of Bedrooms | Occupied Since | Lease Expires | Options | Electric & Heat | Taxes | Other |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |
| 6 | | | | | | | | | |
| 7 | | | | | | | | | |
| 8 | | | | | | | | | |
| 9 | | | | | | | | | |
| 10 | | | | | | | | | |
| Total Monthly Rent: | | | | Totals: | | | | | |
| Total Annual Rent: | | | | Total Reimbursed Expenses: | | | | | |
| Estimated or Actual Cash Operating Expenses - Annual | | | | | | | Comments | | |
| Accounting and Legal: | | | Gas/Oil: | | | | | | |
| Insurance: | | | Water: | | | | | | |
| Management: | | | Sewer: | | | | | | |
| Taxes - Real Estate: | | | Electricity: | | | | | | |
| Taxes - Other: | | | Other: | | | | | | |
| General Repairs ^Ø | | | Other: | | | | | | |
| Supplies: | | | Other: | | | | | | |
| Maintenance: | | | Other: | | | | | | |
| Snow Plowing, Landscaping, Rubbish: | | | Other: | | | | | | |
| | | | Total Operating Expenses: | | | | | | |
| Major Repairs Required During the Next Seven Years | | | | | | | | | |
| Project | | Estimated Cost | | Estimated Date for Work to Start | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

Print Name _____ Signature _____ Date _____