

**Fiscal Year      2022**

**Information to be entered is for calendar year 2020**

**Mark only months that unit rented (Vacant = "0")**

## Other Income

## Occupancy Summary

**Expense Information to be Reported on Other Side**

Regional Resource Group, Inc. (2019)

## Expense Summary

	Who Pays? (L)andlord/(T)enant	Annual Expenses Calendar Year 2020
<b>Building Expenses</b>		
Accounting		
Administrative		
Dues and Fees		
Electricity		
Heat		
Insurance		
Janitorial		
Landscaping/Grounds		
Legal		
Management		
Marketing		
Other:		
Other:		
Other:		
Pest Control		
Repairs (major)		
Repairs (normal)		
Rubbish Removal		
Security		
Sewer		
Snow Removal		
Supplies		
Water		
<b>TOTAL EXPENSES</b>		<b>\$ -</b>

### Other Costs (Optional to Report)

Depreciation	
Government Regulatory Compliance Costs	
Mortgage Payments	
Other:	
Other:	
Other:	
Owner Income Drawn from Proceeds	
Property Taxes	
<b>TOTAL OTHER COSTS</b>	<b>\$ -</b>

Property ID & Address:

### Property Information

#### Site Attributes

Land Area (acres)	
Estimated area in wetlands (acres)	#
Approximate street frontage	
Site topography	
Number of off-street parking spaces	

#### Photo

#### Building Details

Type of Construction	
Average Ceiling Height	
Year Built	
Year of Last Renovation	
Heating System	

#### Building Areas and Usage

Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
Use Description		sf
<b>TOTAL BLDG SF</b>		sf

Comments
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Last Reported Date:

Preparer Name

Contact Phone Number

Email Address

Date