

2015 INCOME AND EXPENSE ANALYSIS: INDUSTRIAL
for calendar or fiscal year 2014 (12 months)

Property Name: Real Estate #: Property Address:

CONFIDENTIAL
Per F.S. 195.027
Jerry Holland
Duval County Property Appraiser
231 East Forsyth Street, Room 270
Jacksonville, Florida 32202

INCOME: \$ \$ \$

GROSS POSSIBLE RENTS @ 100% OCCUPANCY
TYPE OF LEASE: TRIPLE NET GROSS
(1) WAREHOUSE SPACE
(2) OTHER RENTABLE AREA
(3) GROSS POSSIBLE RENTS 100%
(4) VACANCY AND RENT LOSS
(5) NET RENTAL INCOME

OTHER INCOME: \$ \$ \$

(6) ESCALATION
(7) MISCELLANEOUS INCOME AND PASS THROUGH
(8) TOTAL OTHER INCOME
(9) TOTAL INCOME FROM PROPERTY OPERATIONS

EXPENSES: \$ \$ \$

(10) UTILITIES
ELECTRICITY
WATER & SEWER
OTHER UTILITIES
(11) MAINTENANCE & REPAIR
MAINTENANCE & REPAIR PAYROLL
ELECTRIC, PLUMBING, HVAC REPAIRS
EXTERIOR REPAIRS
PARKING LOT REPAIRS
ROOF REPAIRS
CONTRACT REPAIRS
MISCELLANEOUS MAINTENANCE AND REPAIRS
JANITORIAL
SUPPLIES
(12) SERVICES
TRASH REMOVAL
LANDSCAPE
SECURITY
MISCELLANEOUS
(13) ADMINISTRATIVE
MANAGEMENT FEE
ADVERTISING
RENTAL TAX (SEE INSTRUCTIONS)
PAYROLL & PAYROLL TAXES
OTHER ADMINISTRATIVE
(14) PROPERTY INSURANCE (ONE (1) YEAR ONLY)
(15) RESERVES FOR REPLACEMENT
(16) TOTAL OPERATING COSTS

OTHER EXPENSE INFORMATION: \$

(17) INTEREST EXPENSE CHARGED THIS PERIOD
(18) DEPRECIATION EXPENSE CHARGED THIS PERIOD
(19) PROPERTY TAX EXPENSE CHARGED THIS PERIOD
(20) GROUND RENT
(21) CAPITAL EXPENDITURES... (DESCRIBE)

PLEASE FILL OUT FRONT & BACK OF FORM

NOTE: YOU MAY PROVIDE THIS OFFICE WITH A PROFIT AND LOSS STATEMENT (YR END 2014)
AND RENT ROLL AS OF JAN. 1, 2015 IN LIEU OF COMPLETING THIS FORM.

ADDITIONAL INFORMATION: (WAREHOUSE TYPE & LEASE INFORMATION)

DRY STORAGE W/H  
MANUFACTURING  
TENANT: MULTI

FLEX SPACE  
OTHER  
OR OTHER SINGLE

DISTRIBUTION  
DESCRIBE  
CEILING HEIGHT

RENTABLE AREAS:

NO. OF  
SQUARE FEET

ASKING RENT  
PER SQ. FT

WAREHOUSE SPACE  
COLD STORAGE OR FREEZER SPACE  
OFFICE SPACE  
PRODUCTION AREAS  
PRODUCT DISPLAY  
RETAIL SPACE  
OTHER: DESCRIBE  
TOTAL RENTAL AREA

OTHER PROPERTY INFORMATION:

DATE

PRICE

IF YOU PURCHASED THIS PROPERTY SINCE 2012 GIVE:  
IF YOU HAD THIS PROPERTY CONSTRUCTED SINCE 2012 GIVE:  
COST TO CONSTRUCT \$

DATE  
DATE  
(include both direct and indirect costs)

PRICE  
PRICE

MORTGAGE INFORMATION:

1<sup>st</sup> MTG.

2<sup>nd</sup> MTG.

3<sup>rd</sup> MTG.

DATE  
ORIGINAL AMOUNT  
INTEREST RATE  
TERM IN YEARS & MONTHS  
PAYMENT (\$ per month semi, annual)  
BALLOON PAYMENT (\$ / date due)

/  
\$  
%  
&  
\$ /  
\$ /

/  
\$  
%  
&  
\$ /  
\$ /

/  
\$  
%  
&  
\$ /  
\$ /

IF THIS PROPERTY IS FOR SALE GIVE:

ASKING PRICE  
LISTING BROKER  
HOW LONG ON MARKET

\$

PLEASE FILL OUT PORTION BELOW OR ATTACH RENT ROLL

RENT ROLL

RENT ROLL

SIZE IN  
SQ. FT.

RENT PER  
SQ. FT.

LEASE  
BEGIN

LEASE  
ENDING

SIZE IN  
SQ. FT.

RENT PER  
SQ. FT.

LEASE  
BEGIN

LEASE  
ENDING

PREPARER INFORMATION:

PERSON PREPARING RETURN  
DATE

OWNER  
PHONE NUMBER

AGENT

(IF ADDITIONAL SPACE IS REQUIRED – PHOTOCOPY THIS FORM)

**INDUSTRIAL**  
**INCOME AND EXPENSE ANALYSIS**  
**DEFINITIONS AND INSTRUCTIONS**

**IF OWNER OCCUPIED:** WRITE "OWNER OCCUPIED" ON THE FORM AND RETURN TO DUVAL COUNTY PROPERTY APPRAISER'S OFFICE  
C/O COMMERCIAL APPRAISAL DIVISION

**INCOME:**

LINE (1) AND (2): REPORT THE SUM OF ALL RENTS THAT COULD HAVE BEEN COLLECTED IF 100% OF THESE AREAS HAD BEEN OCCUPIED. INCLUDE VALUE OF LEASING OFFICE. IF ANY AREAS ARE OWNER OCCUPIED, ESTIMATE AND INCLUDE THE MARKET RENTAL VALUE OF SPACE.

LINE (3): TOTAL OF LINES (1) AND (2).

LINE (4): TEMPORARILY SKIP THIS LINE. FILL IN LINE (5), THEN COME BACK TO THIS LINE.

LINE (5): SHOW AMOUNT ACTUALLY COLLECTED FROM ALL SOURCES INDICATED ON LINES (1) AND (2), THEN SUBTRACT LINE (5) FROM LINE (3) AND ENTER THE DIFFERENCE ON LINE (4).

LINE (6): ADDITIONAL RENT COLLECTED UNDER THE LEASE TO REIMBURSE BUILDING OWNERS FOR INCREASES IN FIXED OPERATING COSTS SUCH AS INSURANCE, UTILITIES, LABOR AND OTHER SUCH OPERATING COSTS AS PROVIDED FOR UNDER THE LEASE. REPORT PASS-THROUGHS ON LINE (7).

LINE (7): SERVICES SOLD TO TENANTS, OPERATING COST PASS-THROUGHS, UTILITIES BILL BACK, A/C CHARGES, ETC.

LINE (8): TOTAL OF LINES (6) AND (7).

LINE (9): TOTAL OF LINES (5) AND (8).

**EXPENSES: (THOSE PAID BY THE LANDLORD):**

**(NOTE: DO NOT INCLUDE UNDER ANY EXPENSE CATEGORY SUCH ITEMS AS GROUND RENT, MORTGAGE INTEREST, AMORTIZATION, DEPRECIATION, INCOME TAXES OR CAPITAL EXPENDITURES, AS THESE ARE NOT REFLECTIVE OF OPERATING EXPENSES. THESE ITEMS WILL BE LISTED BELOW.)**

LINE (10): INCLUDE ALL UTILITIES COSTS FOR THIS BUILDING EVEN IF SOME OF THESE COSTS ARE BILLED BACK TO YOUR TENANTS.

LINE (11): INCLUDE ALL MAINTENANCE AND REPAIR CHARGES ASSOCIATED WITH THIS BUILDING. DO NOT INCLUDE ANY CAPITAL EXPENDITURES.

LINE (12): INCLUDE COSTS ASSOCIATED WITH THIS BUILDING ONLY.

LINE (13): INCLUDE ALL ADMINISTRATIVE CHARGES AND COSTS NOT INCLUDED IN OTHER CATEGORIES. IF SALES TAX 7.0% OF GROSS RENT HAS BEEN INCLUDED IN INCOME, SHOW AMOUNT REMITTED HERE.

LINE (14): INCLUDE ONE YEAR INSURANCE CHARGES FOR FIRE, LIABILITY, THEFT AND ALL OTHER INSURANCE PREMIUMS EXCEPT WORKMAN'S COMPENSATION AND BENEFIT PLANS.

LINE (15): IF YOUR ACCOUNTING SYSTEM ALLOWS FOR ENTRIES INTO THIS TYPE OF ACCOUNT, INCLUDE THE TOTAL AMOUNT HELD AS RESERVE ON THIS LINE.

LINE (16): TOTAL OF LINES (10) THROUGH (15).

**OTHER INFORMATION:**

LINE (17): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF INTEREST PAID ON REAL ESTATE DEBT, DO SO ON THIS LINE.

LINE (18): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF REAL ESTATE DEPRECIATION CHARGED FOR THIS REPORTING PERIOD, DO SO ON THIS LINE.

LINE (19): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE THE AMOUNT OF ALL DUVAL COUNTY REAL ESTATE TAXES CHARGED THIS PERIOD, DO SO ON THIS LINE.

LINE (20): IF YOU HAVE A GROUND LEASE, PLEASE ENTER AMOUNT HERE.

LINE (21): INVESTMENTS OF CASH FOR BUILDING ADDITIONS, SITE IMPROVEMENTS OR RENOVATIONS, AS DISTINGUISHED FROM CASH OUTFLOWS FOR EXPENSE ITEMS THAT ARE NORMALLY CONSIDERED PART OF LAST YEAR'S FISCAL OPERATIONS.

**PLEASE COMPLETE REVERSE SIDE OF INCOME & EXPENSE ANALYSIS**