2015 INCOME AND EXPENSE ANALYSIS: MINI/SELF STORAGE WAREHOUSES

for calendar or fiscal year 2014 (12 months)

Real Estate #: ☐☐☐☐☐☐ ☐☐☐☐

Property Name: _____ **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			
(1) WAREHOUSE SPACE			
(2) OTHER RENTABLE AREA (RV/BOAT STORAGE)			
(3) GROSS POSSIBLE RENTS 100%			
(4) VACANCY AND RENT LOSS			
(5) NET RENTAL INCOME			
OTHER INCOME:	**$**	**$**	**$**
(6) ANCILLARY INCOME			
(7)TOTAL INCOME FROM PROPERTY OPERATIONS			
EXPENSES:	**$**	**$**	**$**
(8) UTILITIES			
ELECTRICITY			
WATER & SEWER			
OTHER UTILITIES			
(9) MAINTENANCE & REPAIR			
MAINTENANCE & REPAIR PAYROLL			
ELECTRIC, PLUMBING, HVAC REPAIRS			
EXTERIOR REPAIRS			
PARKING LOT REPAIRS			
ROOF REPAIRS			
CONTRACT REPAIRS			
MISCELLANEOUS MAINTENANCE AND REPAIRS			
JANITORIAL			
SUPPLIES			
(10) SERVICES			
TRASH REMOVAL			
LANDSCAPE			
SECURITY			
MISCELLANEOUS			
(11) ADMINISTRATIVE			
MANAGEMENT FEE			
ADVERTISING			
RENTAL TAX (SEE INSTRUCTIONS)			
PAYROLL & PAYROLL TAXES			
OTHER ADMINISTRATIVE			
(12) PROPERTY INSURANCE (ONE (1) YEAR ONLY)			
(13) RESERVES FOR REPLACEMENT			
(14) TOTAL OPERATING COSTS			

OTHER EXPENSE INFORMATION:	$
(15) INTEREST EXPENSE CHARGED THIS PERIOD	
(16) DEPRECIATION EXPENSE CHARGED THIS PERIOD	
(17) PROPERTY TAX EXPENSE CHARGED THIS PERIOD	
(18) GROUND RENT	
(19) 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.

UNIT MIX/RENT ROLL

	UNIT DIMENSION NON-CLIMATIZED	NUMBER OF UNITS AT THIS SIZE	MONTHLY RENT
	5 X 5		
	5 X 10		
	7 X 10		
	5 X 15		
	10 x 10		
	10 X 15		
	10 X 20		
	10 X 25		
	Others:		

	UNIT DIMENSION CLIMATIZED	NUMBER OF UNITS AT THIS SIZE	MONTHLY RENT
	5 X 5		
	5 X 10		
	7 X 10		
	5 X 15		
	10 x 10		
	10 X 15		
	10 X 20		
	10 X 25		
	Others:		

	OPEN STORAGE SPACE (boat, car, RV)	NUMBER OF UNITS AT THIS SIZE	MONTHLY RENT
	Size: X		
	Size: X		
	Size: X		
	Other:		

	OTHER PROPERTY INFORMATION:	DATE	PRICE

IF YOU PURCHASED THIS PROPERTY SINCE 2012 GIVE: DATE _____ PRICE_____

IF YOU HAD THIS PROPERTY CONSTRUCTED SINCE 2012 GIVE: DATE _____

COST TO CONSTRUCT $_____(include both direct and indirect costs)

MORTGAGE INFORMATION:	1st MTG.	2nd MTG.	3rd 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 _____ _____

PREPARER INFORMATION:

PERSON PREPARING RETURN _____

OWNER ☐ AGENT ☐

DATE_____ PHONE NUMBER_____

(IF ADDITIONAL SPACE IS REQUIRED – PHOTOCOPY THIS FORM)

MINI-SELF STORAGE WAREHOUSE INCOME AND EXPENSE ANALYSIS

DEFINITIONS AND INSTRUCTIONS

INCOME:

LINES (1) AND (2): REPORT THE SUM OF ALL RENTS THAT COULD HAVE BEEN COLLECTED IF 100% OF THESE AREAS HAD BEEN OCCUPIED. EXCLUDE THE VALUE OFTHE LEASING OFFICE.

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

LINE (4): TEMPORARILY SKIP THIS LINE. FILL IN LINE (5), AND 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 INCOME GENERATED FROM ANCILLARY SOURCES SUCH AS LATE FEES, SUPPLY SALES, LOCK SALES, ECT.

LINE (7): TOTAL OF LINES (5) AND (6).

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

LINE (9): INCLUDE ALL MAINTENANCE AND REPAIR CHARGES ASSOCIATED WITH THIS BUILDING. DO NOT INCLUDE ANY CAPITAL EXPENDITURES.

LINE (10): INCLUDE COSTS ASSOCIATED WITH THIS BUILDING ONLY.

LINE (11): 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 (12): INCLUDE ONE YEAR INSURANCE CHARGES FOR FIRE, LIABILITY, THEFT AND ALL OTHER INSURANCE PREMIUMS EXCEPT WORKMAN'S COMPENSATION AND BENEFIT PLANS.

LINE (13): IF YOUR ACCOUNTING SYSTEM ALLOWS FOR ENTRIES INTO THIS TYPE OF ACCOUNT, INCLUDE THE TOTAL AMOUNT HELD AS RESERVE ON THIS LINE.

LINE (14): TOTAL OF LINES (10) THROUGH (15).

OTHER INFORMATION:

LINE (15): 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 (16): 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 (17): 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 (18): IF YOU HAVE A GROUND LEASE, PLEASE ENTER AMOUNT HERE.

LINE (19): 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