

**INDUSTRIAL PARK**

**MANUFACTURING**

**DISTRIBUTION WAREHOUSE**

**NOTE:** THIS FORM MAY ALSO BE USED FOR RESEARCH AND DEVELOPMENT PARKS OR MULTI-PURPOSE PROPERTY.

**PROPERTY NAME:** \_\_\_\_\_

COUNTY \_\_\_\_ BOOK \_\_\_\_ MAP \_\_\_\_ PARCEL \_\_\_\_\_ (IF THIS IS AN ECONOMIC UNIT, LIST THE LEAD PARCEL)

GROSS SQUARE FEET: \_\_\_\_\_ NET LEASEABLE SQUARE FEET = \_\_\_\_\_

TYPE OF LEASE: NET                      GROSS                      MODIFIED GROSS                      OTHER \_\_\_\_\_ (Explain below)

PERCENTAGE OF OFFICE SPACE = \_\_\_\_\_ % OR \_\_\_\_\_ SQUARE FEET

IS PROPERTY OWNER OCCUPIED? YES                      NO                      PARTIAL                      IF PARTIAL \_\_\_\_\_ % OR \_\_\_\_\_ SQ. FT.

**POTENTIAL CHARGES TO TENANTS:**

**TENANT PAYS**

**DESCRIBE**

COMMON AREA MAINTENANCE	NONE	ALL	PARTIAL	_____
TAXES	NONE	ALL	PARTIAL	_____
INSURANCE	NONE	ALL	PARTIAL	_____
MANAGEMENT	NONE	ALL	PARTIAL	_____
UTILITIES	NONE	ALL	PARTIAL	_____

**INCOME DATA SUMMARY:** Provide latest three year history.

	Last Year	Two Years Ago	Three Years Ago
	Year: _____	Year: _____	Year: _____
POTENTIAL CHARGES TO TENANTS	= \$ _____	\$ _____	\$ _____
VACANCY AND COLLECTION LOSS (ACTUAL)	- _____	_____	_____
ADJUSTED GROSS INCOME	= _____	_____	_____
CHARGES TO TENANTS	+ _____	_____	_____
OTHER INCOME (SERVICE, MISC., ETC.)	+ _____	_____	_____
EFFECTIVE GROSS INCOME	= _____	_____	_____
TOTAL OF ALL EXPENSES	- _____	_____	_____
NET OPERATING INCOME	= \$ _____	\$ _____	\$ _____

**ADDITIONAL INFORMATION / REMARKS:**

**NOTE:** Any additional information or documents that support the filed income and expense data may be submitted with this form.

# INDUSTRIAL PARK / MANUFACTURING / DISTRIBUTION WAREHOUSE EXPENSE DATA

## PROVIDE THREE YEAR HISTORY

**NOTE:** FOR PROPER ANALYSIS, ALL EXPENSES REPORTED SHOULD BE THE **ACTUAL** INCURRED EACH YEAR.

**DISALLOWED EXPENSES:** DEPRECIATION, MORTGAGE DEBT SERVICE and PROPERTY TAX (effective tax rate will be added to the capitalization rate)

	Last Year	Two Years Ago	Three Years Ago
	Year: _____	Year: _____	Year: _____
<b><u>ACTUAL EXPENSES</u></b>			
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 EXPENSE (DESCRIBE):			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b><u>MAJOR REPLACEMENTS / REPAIRS</u></b> (From Pg. 3)	_____	_____	_____
<b>TOTAL OF ALL EXPENSES =</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>

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**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						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
<b>TOTAL FOR LAST YEAR</b>					<b>=</b>	<b>\$ _____</b>

**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						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
<b>TOTAL FOR TWO YEARS AGO</b>					<b>=</b>	<b>\$ _____</b>

**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						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
<b>TOTAL FOR THREE YEARS AGO</b>					<b>=</b>	<b>\$ _____</b>

**NOTE:** Any additional information or documents that support the filed income and expense data may be submitted with this form.

### TENANT LIST

NAME OF TENANT	TOTAL SQ. FOOTAGE	FROM MO. / YR	TO MO. / YR	1ST YEAR RENT	AVG. ANNUAL INCREASE	CURRENT RENT

**NOTE:** Use additional copies of this page, if necessary.