RENT ROLL FORM

NAME OF PERSON COMPLETING FORM: PHONE #:

SIGNATURE OF PERSON COMPLETING FORM: DATE:

MANAGER'S NAME: PHONE #:

IS BUILDING(S) OWNER OCCUPIED? YES NO

INDICATE THE RESPONSIBLE PARTY FOR EACH EXPENSE LISTED BELOW:
"L" = LANDLORD - "T" = TENANT
"S" = SHARED BY TENANT AND LANDLORD

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
TYPE OF SPACE RENTED SUCH S OFFICE, RETAIL, NDUSTRIAL, ETC **(APARTMENTS) SEE BELOW)**	TENANT NAME IF VACANT WRITE "VACANT" ER THE ASKING RENT IN COLUMN "5"	TENANT'S TOTAL RENTABLE BLD AREA IN SQ. FT (IF KNOWN)	DATE CURRENT RENTAL RATE BEGAN	TENANT'S CURRENT MONTHLY RENT	IS THE RENTAL MONTH TO MONTH?	IF NOW LEASED, WHAT WAS THE INITIAL MONTHLY RENT?	IF NOW LEASED, WHAT WAS THE INITIAL LEASE DATE	IF NOW LEASED WHEN DOES LEASE EXPIRE?	REPAIR AND MAINT.	INSUR.	PROPERTY TAX	JANITOR	ELECT.	GAS	SEWER & WATER	YARD MAINT.	TRASH REMOVAL

19	20	21	22	23	24	25	26	27	28	29	30	31
APARTMENTS UNIT NUMBER	UNIT SIZE IF KNOWN	CURRENT MONTHLY RENT	ASKING RENT IF VACANT	DATE CURRENT RENT BEGAN	NUMBER OF BEDROOMS	NUMBER OF BATHS	IS THE UNIT FURNISHED?	IS HEATING GAS OR ELECTRIC	REPAIR AND MAINTENANCE	ELECTRICITY	GAS	YARD MAINTENANCE
UNIT #												
UNIT #												
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UNIT #												

HAS THIS PROPERTY BEEN PURCHASED IN THE LAST 3 YEARS? YES **HAS THIS PROPERTY BEEN APPRAISED OTHER THAN BY THE COUNTY IN THE LAST THREE YEARS? YES**

RR 5/96 **SALE PRICE $_____ SALE DATE: _____ APPRAISED VALUE $ _____ APPRAISAL DATE: _____**