

Map-Blk-Lot \_\_\_\_\_

Property Address \_\_\_\_\_

### APARTMENT RENT MIX INFORMATION

**K**

1. Unit Type Example: 1BR, 2BR & den, storage unit, reserved parking	2. Number of Units This Type	3. Rentable Area (Sq. Ft.)	4. Total Rooms	5. Baths		6. January Market Rent (per month)	7. Current Market Rent (per month)	8. Items included in Rent							9. Type of Heat		10. Metered Utilities		
				Full	Half			AC	Heat	Elec.	Dishwasher	Washer/ Dryer	Pool	CATV	Covered Parking	Gas/Oil	Elec	Gas	Elec

- Note:
- If indicating a rental range (i.e., \$1,000 - \$1,200/month), explain what the range considers (i.e., level, carpet, etc.)
  - Indicate the concessions offered as of 1/1 of the survey year (i.e., \$50/month off for new leases)
  - The January and current monthly market rents are being requested for each unit type.

11. Subsidized Units						12. * Basic/ Fair Market													
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						/													
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- For subsidized apartments, please include basic and fair market rents. For all others show new tenant rents.

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### COMMERCIAL TENANT INVENTORY

1. Tenant Name and Unit Number	2. Sq. Ft. Leased	3. Lease Dates Mo/Yr-Mo/Yr	Rent		6. Rent Escalations Fixed or CPI	Additional Amounts ( Annualized)					Adjustments								
			4. Original Annual Base Rent Amount	5. Current Annual Rent Amount		7. Overage or % Rent (if any)	Expense Reimbursements and Pass Throughs				12. Mo. Free Rent	13. Total Leasing Commission	14. Landlord Paid Build Out Costs						
							8. Expense Stop	9. Amount Paid in Excess of Expense Stop	10. Common Area Maintenance	11. R. E. Taxes (if separate)									

**Are services/appliances included in rent?**

<b>Utilities:</b>	Yes	No
Electricity	<input type="checkbox"/>	<input type="checkbox"/>
Electric Heat	<input type="checkbox"/>	<input type="checkbox"/>
Electric Hot Water	<input type="checkbox"/>	<input type="checkbox"/>
Gas	<input type="checkbox"/>	<input type="checkbox"/>
Gas Heat	<input type="checkbox"/>	<input type="checkbox"/>
Gas Hot Water	<input type="checkbox"/>	<input type="checkbox"/>

<b>Furnishings:</b>	Yes	No
Carpet	<input type="checkbox"/>	<input type="checkbox"/>
Drapes	<input type="checkbox"/>	<input type="checkbox"/>
Central Air	<input type="checkbox"/>	<input type="checkbox"/>
Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>
Washer/Dryer	<input type="checkbox"/>	<input type="checkbox"/>

<b>Parking:</b>	Yes	No
Garage	<input type="checkbox"/>	<input type="checkbox"/>
Surface	<input type="checkbox"/>	<input type="checkbox"/>

<b>Facilities:</b>	Yes	No
Security Service	<input type="checkbox"/>	<input type="checkbox"/>
Pool	<input type="checkbox"/>	<input type="checkbox"/>
Tennis	<input type="checkbox"/>	<input type="checkbox"/>
Laundry Room	<input type="checkbox"/>	<input type="checkbox"/>
Maid/Linen Service	<input type="checkbox"/>	<input type="checkbox"/>
Other (list)		
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

**Are units individually metered?**

	Yes	No
Gas	<input type="checkbox"/>	<input type="checkbox"/>
Electricity	<input type="checkbox"/>	<input type="checkbox"/>
Water	<input type="checkbox"/>	<input type="checkbox"/>

**Commercial Space Inventory (Total including any vacant spaces)**

Office	_____ sf	\$ _____ rent/month
Retail	_____ sf	\$ _____ rent/month