

Map-Blk-Lot \_\_\_\_\_ Property Address \_\_\_\_\_

## APARTMENT RENT MIX INFORMATION

1. Unit Type Example: 1BR, 2BR & den, storage unit, reserved parking	2. Number of Units This Type	3. Rentable Area	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	
								AC	Heat	Elec.	Dishwasher	Washer/ Dryer	Pool	CATV	Covered Parking				
				Full	Half											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.
  - For subsidized apartments, please include basic and fair market rents. For all others show new tenant rents.

11. Subsidized Units							12. * Basic/ Fair Market												
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## COMMERCIAL TENANT INVENTORY

1. Tenant Name and Unit Number	2. Amount of Floor Space 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)			

Confidential

continue on reverse

Are services/appliances included in rent?

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

Furnishings:	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	<input type="checkbox"/>	<input type="checkbox"/>

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

Facilities:	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"/>
_____	<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"/>

Commercial Space

Office	_____sf	\$ _____rent/month
Retail	_____sf	\$ _____rent/month