

FISCAL 2019 REVALUATION
CITY OF CAMBRIDGE - INCOME AND EXPENSE REQUEST
APARTMENTS

Map/Lot & Class Code:
Property Location:
Living Area:

SECTION 1 OPERATING EXPENSES - ANNUAL YEAR 2017 (1/1/17-12/31/17)	
FOR TOTAL PROPERTY	
<u>TO BE COMPLETED WHETHER OWNER-OCCUPIED, VACANT OR RENTED</u>	
Heating Cost <u>Circle Type</u> : Oil, Gas, Electric	\$ _____
Does Heat Cost include cooling cost? (Circle one)	Yes No
Electrical Cost (Excluding Heat)	_____
Water/Sewer Costs	_____
Security	_____
Repairs & Maintenance	_____
Insurance	_____
Janitorial/Trash/Snow Removal	_____
Leasing Costs	_____
Account & Legal	_____
Management/Administrative	_____
Reserves for Replacement	_____
Painting/Redecorating	_____
Other Expenses (attach explanation)	_____
Parking Expenses	<u>(See Section 3)</u>
TOTAL OPERATING EXPENSES FOR REAL ESTATE (PLEASE INCLUDE TENANT REIMBURSEMENTS.)	\$ =====

SECTION 2 INCOME COLLECTED FROM ALL SOURCES	
ANNUAL YEAR 2017 (1/1/17 - 12/31/17)	
Apartment Rents Collected	\$ _____
Parking Income	_____
Laundry Income	_____
Government Subsidy Income	_____
Common Area Reimbursements	_____
Fuel Clause Reimbursements	_____
Other Income _____	_____
TOTAL INCOME COLLECTED IN 2017:	\$ _____

SECTION 3 PARKING FACILITIES - INCOME & EXPENSE REQUEST	
Total Number of Spaces:	_____
	<u>Number</u> <u>Rate</u>
Spaces Leased Monthly	_____ \$ _____
Spaces Leased Weekly	_____ \$ _____
Spaces Leased Daily	_____ \$ _____

Number of Business Days opened in 2017: _____

Annual Gross Income Collected \$ _____

Operating Expenses _____

Utility Expense _____

Repairs/Maintenance _____

Management Expense _____

Insurance _____

Other _____

Total Operating Expenses \$ _____

SECTION 4 FINANCING INFORMATION

If property has been financed in the past two (2) years, please complete the following information:

	1st Mortgage	2nd Mortgage
Amount of Mortgage	_____	_____
Type of Mortgage	_____	_____
Date Mortgage Begins	_____	_____
Term of Mortgage (# of years)	_____	_____
Interest Rate	_____	_____

SECTION 5 CONSTRUCTION/RENOVATION INFORMATION

List all major capital improvements to the property with an approximate cost of construction and date of work in the past three (3) years:
