

SECTION 6

INFORMATION FROM COMMERCIAL LEASES: RENTAL SCHEDULE AS OF JANUARY 1/1/2020

ADDRESS:

TOTAL RENTAL AREA: _____ sq. ft.
 AREA OWNER OCCUPIED: _____ sq. ft.
 AREA LEASED: _____ sq. ft.
 AREA VACANT: **DIRECT SPACE** _____ sq. ft.
 AREA VACANT: **SUBLEASE SP.** _____ sq. ft.

The information requested on this form is from the written lease or the agreement between the landlord and tenant. It is NOT what was actually collected. It is the potential income according to the leases as of January 1, 2020.

PLEASE ALSO LIST ALL VACANT SPACE AREAS AND THE ASKING RENTAL FOR THIS SPACE.

FLOOR LEVEL	TENANT NAME	ANNUAL BASE RENT/LEASE	SQ. FT. AREA RENTED	LEASE DATA		LANDLORD LIABILITY				NUMBER OF PARKING SPACES ASSIGNED
				DATE BEGIN	TERM-YRS.	TAX BASE		OPERATING EXPENSES		
						GROSS	PER SQ. FT.	GROSS	PER SQ. FT.	

SECTION 7

RENTAL CONCESSIONS TO COMMERCIAL TENANTS - ANNUAL 2019 YEAR INFORMATION (1/1/19 - 12/31/19)

MAP: _____ LOT: _____

ADDRESS: _____

TENANT NAME	LEASE TERM	SQ.FT. AREA RENTED	TENANT FREE RENT			IMPROVEMENTS TO TENANT SPACE		DESCRIPTION OF IMPROVEMENTS
			DATE FREE RENT BEGINS	# OF MONTHS	CASH EQUIVALENT RENTAL AMOUNT	DATE BEGINS	COST OF IMPROVEMENTS	

IMPORTANT REMINDER:

Your failure to furnish the information requested may bar you from the right of any statutory appeal as provided by Chapter 59, Section 38D of the General Laws of Massachusetts.

The above information and that contained on separate accompanying memoranda is correct and complete, to the best of my knowledge. _____

Name of owner/authorized individual: _____ Telephone number: _____
(please print)

Signature: _____ Date: _____