

2009 ANNUAL INCOME AND EXPENSE REPORT SUMMARY

Owner Name _____ Property Name _____
 Mailing Address _____
 (if different from front) _____
 City/State/Zip _____ Prop Location _____

Apartment
 Office
 Retail
 Mixed Use
 Shopping Ctr.
 Industrial
 Other

- 1 **Primary Property Use** (Check One)
- 2 Gross Building Area _____
- (Including Owner-Occupied Space)
- 3 Net Leasable Area _____
- 4 Owner-Occupied Area _____
- 5 Number Of Units _____

- 6 Number of Parking Spaces _____
- 7 Actual Year Built _____
- 8 Year Remodeled _____

INCOME

- 9 Apartment Rentals (From Schedule A) _____
- 10 Office Rentals (From Schedule B) _____
- 11 Retail Rentals (From Schedule B) _____
- 12 Mixed Rentals (From Schedule B) _____
- 13 Shopping Center Rentals (From Schedule B) _____
- 14 Industrial Rentals (From Schedule B) _____
- 15 Other Rentals (From Schedule B) _____
- 16 Parking Rentals _____
- 17 Other Property Income _____

18 TOTAL POTENTIAL INCOME
 (Add Line 9 Through Line 17) _____
 19 Loss Due to Vacancy and Credit _____
20 EFFECTIVE ANNUAL INCOME
 (Line 18 Minus Line 19) _____

EXPENSES

- 21 Heating/Air Conditioning _____
- 22 Electricity _____
- 23 Other Utilities _____
- 24 Payroll (Except management) _____
- 25 Supplies _____
- 26 Management _____
- 27 Insurance _____
- 28 Common Area Maintenance _____
- 29 Leasing Fees / Commissions / Advertising _____
- 30 Legal and Accounting _____
- 31 Elevator Maintenance _____
- 32 Tenant Improvements _____
- 33 General Repairs _____
- 34 Other (Specify) _____
- 35 Other (Specify) _____
- 36 Other (Specify) _____
- 37 Security _____

38 TOTAL EXPENSES (Add Lines 21 Through 37) _____
39 NET OPERATING INCOME (Line 20 Minus Line 38) _____
 40 Capital Expenses _____
 41 Real Estate Taxes _____
 42 Mortgage Payment (Principal and Interest) _____

SCHEDULE A - 2009 APARTMENT RENT SCHEDULE

Complete this Section for Apartment Rental activity only.

UNIT TYPE	NO. OF UNITS		ROOM COUNT		UNIT SIZE SQ. FT.	MONTHLY RENT		TYPICAL LEASE TERM
	TOTAL	RENTED	ROOMS	BATHS		PER UNIT	TOTAL	
EFFICIENCY								
1 BEDROOM								
2 BEDROOM								
3 BEDROOM								
4 BEDROOM								
OTHER RENTABLE UNITS								
OWNER/MANAGER/JANITOR OCCUPIED								
SUBTOTAL								
GARAGE/PARKING								
OTHER INCOME (SPECIFY)								
TOTALS								

BUILDING FEATURES INCLUDED IN RENT

(Please Check All That Apply)

- Heat
- Electricity
- Other Utilities
- Air Conditioning
- Stove/Refrigerator
- Dishwasher
- Garbage Disposal
- Other Specify _____
- Furnished Unit
- Security
- Pool
- Tennis Courts
- Parking

SCHEDULE B - 2009 LESSEE SCHEDULE

Complete this Section for all other rental activities except apartment rental.

NAME OF TENANT	LOCATION OF SPACE	LEASE TERM			ANNUAL RENT			PARKING			INTERIOR FINISH		
		START	END	SQ.FT	ESC/CAM OVERAGE	TOTAL	TOTAL PER SQ. FT.	NO. OF SPACES	ANNUAL RENT	OWNER	TENANT	COST	
TOTALS													

COPY AND ATTACH IF ADDITIONAL PAGES ARE NEEDED

VERIFICATION OF PURCHASE PRICE

PURCHASE PRICE \$ _____
 DATE OF LAST APPRAISAL _____
 DOWN PAYMENT \$ _____
 APPRAISAL FIRM _____
 DATE OF PURCHASE _____
 APPRAISED VALUE _____

FIRST MORTGAGE	\$ _____	INTEREST RATE _____ %	PAYMENT SCHEDULE TERM _____ YEARS
SECOND MORTGAGE	\$ _____	INTEREST RATE _____ %	PAYMENT SCHEDULE TERM _____ YEARS
OTHER	\$ _____	INTEREST RATE _____ %	PAYMENT SCHEDULE TERM _____ YEARS
CHattel MORTGAGE	\$ _____	INTEREST RATE _____ %	PAYMENT SCHEDULE TERM _____ YEARS

(Check One)	FIXED	VARIABLE

DID THE PURCHASE PRICE INCLUDE A PAYMENT FOR:

 FURNITURE? \$ _____ (Value)

 EQUIPMENT? _____ (Value)

 OTHER (Specify) \$ _____ (Value)

HAS THE PROPERTY BEEN LISTED FOR SALE SINCE YOUR PURCHASE? (Check One) YES NO

IF YES, LIST THE ASKING PRICE \$ _____ DATE LISTED _____ BROKER _____

Remarks - Please explain any special circumstances or reasons concerning your purchase (i.e., vacancy, conditions of sale, etc.)

I DO HEREBY DECLARE UNDER PENALTIES OF FALSE STATEMENT THAT THE FOREGOING INFORMATION, ACCORDING TO THE BEST OF MY KNOWLEDGE, REMEMBRANCE AND BELIEF, IS A COMPLETE AND TRUE STATEMENT OF ALL THE INCOME AND EXPENSES ATTRIBUTABLE TO THE ABOVE IDENTIFIED PROPERTY (Section 12-63c(d) of the Connecticut General Statutes).

SIGNATURE _____ NAME (Print) _____ DATE _____
 TITLE _____ TELEPHONE _____

RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2010