



**GROSS ANNUAL EXPENSES FOR THE FISCAL YEAR 2019**

<b>MANAGEMENT</b>	Fee	\$ _____	
	Commission	\$ _____	
	Legal fee	\$ _____	
	Accounting fee	\$ _____	
	Other	\$ _____	
			\$ _____

<b>GENERAL</b>	Payroll Taxes	\$ _____	
	Group Insurance	\$ _____	
	Advertising	\$ _____	
	Other	\$ _____	
			\$ _____

<b>REPAIR &amp; MAINTENANCE</b>	Wages & Salaries	\$ _____	
	Supplies	\$ _____	
	Decorating	\$ _____	
	Cleaning Service	\$ _____	
	Window Cleaning	\$ _____	
	Snow Removal	\$ _____	
	Rubbish Removal	\$ _____	
	Other	\$ _____	
			\$ _____

<b>UTILITIES</b> (If paid by owner)	Gas	\$ _____	
	Electrical	\$ _____	
	Water	\$ _____	
	Other	\$ _____	
			\$ _____

<b>FIXED EXPENSES</b>	Insurance	\$ _____	
	Replacement Reserve	\$ _____	
	Land Rent	\$ _____	
	Real Estate Tax	\$ _____	
	Depreciation	\$ _____	
	Interest	\$ _____	
	Other	\$ _____	
			\$ _____

<b>OTHER EXPENSES</b>	_____	\$ _____	
	_____	\$ _____	
			\$ _____

<b>CAPITAL IMPROVEMENTS</b>	Remodeling	\$ _____	
	Additions	\$ _____	
	Other	\$ _____	
			\$ _____

<b>TOTAL EXPENSES</b>				\$ _____
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Does rental include:	Heat	Y	N	Air Conditioning	Y	N
	Electric	Y	N	Gas	Y	N

Parking: Inside # \_\_\_\_\_ Outside # \_\_\_\_\_

Other remarks relative to property: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner, Manager, Agent \_\_\_\_\_ Telephone \_\_\_\_\_