

<b>Prop Loc:</b>	<b>COMMERCIAL &amp; INDUSTRIAL PROPERTY</b>	<b>Income for Calendar Year: 2016</b>
<b>City of Somerville, Massachusetts</b>	<b>Lease / Rental Terms</b>	<b>Due: May 1, 2017</b>

Tenant Name	Use	Floor Level	Leased Area (Sq. Ft.)	Gross, Net Or NNN 2016	Lease Start Date (Month/Yr)	Lease End Date (Month/Yr)	Renewal Options	Overage or Percentage	Escalation Clause	Monthly Rent 2016	Annual Rent 2016

**OTHER INCOME: Cell Towers, Billboards, Vending, Parking**

Source	Monthly Amount	Annual Collected	Comments:
	\$	\$	
	\$	\$	
	\$	\$	

**Calendar Year Income Summary**

Total Potential Gross Income 2016	Total 2016 Concessions	Total 2016 Vacancies	Total 2016 Collection Loss	Total 2016 Parking Income	Total 2016 Other Income	Total 2016 Rent Collected
\$	(\$ )	(\$ )	(\$ )	\$	\$	\$

## Annual Expenses for All Property Uses

Prop Location:		City of Somerville, Massachusetts		Expenses for Calendar Year: 2016	
2016	Landlord Amount	Tenant Amount	2016	Landlord Amount	Tenant Amount
Management & Administrative			Maintenance & Cleaning		
Management Wages or Fee	\$	\$	Wages	\$	\$
Legal & Accounting 03	\$	\$	Supplies	\$	\$
Security Wages	\$	\$	Maint. Service Contract Fee	\$	\$
Payroll	\$	\$	Grounds Keeping	\$	\$
Group Insurance	\$	\$	Rubbish Removal 08	\$	\$
Telephone	\$	\$	Snow Removal 11	\$	\$
Advertising	\$	\$	Exterminator	\$	\$
Commissions	\$	\$	Other	\$	\$
Other	\$	\$		\$	\$
Total	\$	\$	Total	\$	\$
Repairs & Alterations 02			Capital Improvements		
Exterior	\$	\$	Description		
Interior	\$	\$		\$	\$
Mechanical	\$	\$		\$	\$
Electrical	\$	\$		\$	\$
Plumbing	\$	\$		\$	\$
Total	\$	\$	Total	\$	\$
Utilities			Other Expenses		
Electricity 04	\$	\$	Real Estate Taxes	\$	\$
Gas 01	\$	\$	Reserve for Replacement 09	\$	\$
Oil 01	\$	\$	Apartments for Employees	\$	\$
Water 07	\$	\$	Insurance (1 yr. Premium) 05	\$	\$
Sewer 10	\$	\$		\$	\$
Total	\$	\$	Total	\$	\$

**I certify under the pains and penalties of perjury that the information supplied herewith is true and correct.**  
 For Property Location: \_\_\_\_\_ in Somerville, Massachusetts. We thank you for your co-operation.

**Submitted by:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Signature:** \_\_\_\_\_