



Marsha M. Faux, CFA, ASA
 Polk County Property Appraiser
INCOME/EXPENSE ANALYSIS: DUPLEX MULTIFAMILY
(For Previous Calendar Year 1/1 through 12/31)
REAL ESTATE DIVISION

BUSINESS / COMPLEX NAME: _____

PROPERTY LOCATION: _____

PARCEL ID: _____

INCOME:

RENTAL INCOME		\$	_____
VACANCY	%		# UNITS _____
RENT CONCESSIONS	\$		_____
COLLECTION LOSS	\$		_____
OTHER INCOME	\$		_____
TOTAL INCOME		\$	_____

EXPENSES:

ADMINISTRATIVE		\$	_____
MANAGEMENT FEES	\$		_____
ADVERTISING	\$		_____
PAYROLL EXPENSE	\$		_____
ACCOUNTING & LEGAL	\$		_____
OTHER ADMINISTRATIVE	\$		_____
MAINTENANCE & REPAIRS		\$	_____
ELECTRIC, PLUMBING, HVAC	\$		_____
EXTERIOR REPAIRS	\$		_____
ROOF REPAIR	\$		_____
INTERIOR PAINT & REPAIRS	\$		_____
MISC. MAINTENANCE	\$		_____
UTILITIES		\$	_____
ELECTRCITY	\$		_____
WATER & SEWER	\$		_____
CABLE/INTERNET	\$		_____
SERVICES		\$	_____
TRASH REMOVAL	\$		_____
LANDSCAPING	\$		_____
SECURITY	\$		_____
PEST CONTROL	\$		_____
MISCELLANEOUS	\$		_____
REAL ESTATE TAXES	\$		_____
REAL ESTATE INSURANCE	\$		_____
OTHER EXPENSES	\$		_____
RESERVES FOR REPLACEMENT	\$		_____
TOTAL EXPENSES		\$	_____
NET OPERATING INCOME		\$	_____

CAPITAL EXPENDITURES \$ _____



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UNIT TYPE	UNIT SIZE (SqFt)	# OF UNITS	MONTHLY RENT	# OCCUPIED
Efficiency				
Studio				
1 Br 1 Bath				
2 Br 1 Bath				
2 Br 1 1/2 Bath				
2 Br 2 Bath				
3 Br 2 Bath				
Townhouse 2 Br				
Townhouse 3 Br				
Other				

UTILITIES INCLUDED IN RENT (CIRCLE ALL THAT APPLY)				
ELECTRIC	WATER	SEWER	CABLE	INTERNET
PHONE	OTHER:			

PREMIUM CHARGES (floor location, garages, covered parking, storage units, etc.)			
DESCRIPTION	# AVAILABLE	ADD'L RENT	# OCCUPIED
1ST FLOOR UNIT			
2ND FLOOR UNIT			
3RD FLOOR UNIT			
GARAGE			
COVERED PARKING			
STORAGE UNITS			
OTHER:			

MISCELLANEOUS INFORMATION:			
IS THIS PROPERTY SUBSIDIZED?	_____	BY WHOM?	_____
HOW MANY UNITS SUBSIDIZED?	_____	ANNUAL AMT.	\$ _____
IS THIS INCLUDED IN THE RENT INCOME ON PAGE 1?		Y / N	
EXPLAIN:	_____		
PLEASE PROVIDE A RENT ROLL OR BREAKDOWN OF RENTAL RATES FOR ALL SUBSIDIZED UNITS			

SIGNATURE/TITLE _____
DATE _____ **TELEPHONE #** _____
EMAIL ADDRESS _____