



Allocation of Space	Total Sq. Ft.	Heated Sq. Ft.
A.		
B.		
C.		
D.		
E.		
F.		
G.		
H.		
<b>Column Totals</b>		

**Attach additional sheets for below information if needed**

A. Detailed description of land and buildings, construction type and quality, major improvements:

B. Amenities / Unique Features:

C. Local Area or General Business Competition:

D. Description of Local Area and Property Location:

E. Desired Seller Loan Terms For Owner Finance:

Pictures:  Building,  View from across street,  Street scene looking North,  
 Street scene looking South



Property Name: \_\_\_\_\_

### INCOME AND EXPENSE SUMMARY

INCOME	YR 20__	YR 20__	YR 20__ (Year To Date)
Gross Rents Revenue (including taxes)			
Other Income			
Other Income			
Other Income			
<b>Total Income</b>	(A)	(A)	(A)
<b>EXPENSES</b>			
Sales Tax			
Franchise Fees			
Marketing and Advertising			
Real Property Taxes			
Property Insurance (all types)			
Workman's Compensation Insurance			
Payroll (Wages, Unemployment, FICA)			
Telephone			
Water & Sewer			
Garbage Collection			
Electric			
Gas (natural or propane)			
Bank and credit card processing fees			
Office Supplies			
Maintenance repairs & supplies (excluding employee labor)			
Capital Improvements (roof, boiler, furniture, appliances, etc.)			
Leases and Rentals Expense (equipment, real property)			
Other			
Other			
All Other Expenses (Excluding Mortgage Payments)			
<b>Total Expenses</b>	(B)	(B)	(B)
<b>NET OPERATING INCOME (NOI)</b> Subtract Line (A) - (B)			

Revenues are verifiable reported income, OR  Revenues are estimated.

(Rev. 4-25-2011)

Return To: FirstTrust Realty, Inc.

Contact: Fred Hoffmann FOR instructions on how to submit this information

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