SOME OF THE DOCUMENTS YOU WILL RECEIVE (partial view)

Income & Expense Statement – Annual & Monthly

YEAR	20xx
INCOME	Total
Total Gross Potential Apt Rent	\$0.00
Total Rent Assistance Payments	\$0.00
Garage/Parking Potential Income	\$0.00
Storage Potential Income	\$0.00
Pet Rental Income	\$0.00
Total Gross Rental Income	\$0.00
Application Fees	\$0.00
Laundry Room Income	\$0.00
Vending Machine Income	\$0.00
Late Charges	\$0.00
NSF Fees	\$0.00
Total Forfeited Security Deposits	\$0.00
Interest Income	\$0.00
Misc. Other Income	\$0.00
TOTAL GROSS RENT	\$0.00
RENT LOSS	
Total Vacancy Loss - Apts	\$0.00
Total Vacancy Loss - Subsidy	\$0.00
Total Vacancy Loss - Garages	\$0.00
Total Vacancy Loss - Storage Units	\$0.00
Total Vacancy Loss - Pet	\$0.00
Concessions	\$0.00
Employee Discount/Allowance	\$0.00
Total Bad Debt & Recovery	\$0.00
Total Bad Debt & Recovery Total Rent Loss	\$0.00 \$0.00
Total Rent Loss TOTAL INCOME	\$0.00 \$0.00
Total Rent Loss TOTAL INCOME EXPENSES	\$0.00 \$0.00 20xx
Total Rent Loss TOTAL INCOME	\$0.00 \$0.00

Bldg#	Unit #	Beds	Baths	Refridgerator Condition	Stove/Oven Condition	A/C Condition	Dishwasher Condition	In Unit Laundry
			1					
			1					
			1					
			1					
			1					
			1					

Property Inspection Form

Rent Collection Form

Rent	Subsidy	Garage	Storage	Pet	Late Fee	Past Due	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PMT	Payment			
NUMBER	Date	PMT.	MON. PMT.	INTEREST
1	Jan-17	\$0.00	\$0.00	\$0.00
2	Feb-17	\$0.00	\$0.00	\$0.00
3	Mar-17	\$0.00	\$0.00	\$0.00
4	Apr-17	\$0.00	\$0.00	\$0.00
5	May-17	\$0.00	\$0.00	\$0.00
6	Jun-17	\$0.00	\$0.00	\$0.00
7	Jul-17	\$0.00	\$0.00	\$0.00
8	Aug-17	\$0.00	\$0.00	\$0.00
9	Sep-17	\$0.00	\$0.00	\$0.00
10	Oct-17	\$0.00	\$0.00	\$0.00

Amortization Schedule

CRP Form

Unit #	Resident Name	Move-in Date	Move-Out Date	Total Months in Year in Apt	Rent Refund Rate
				12	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%
				0	17.00%

Move-In Checklist

	recition
Unit #	
Lease Start Date	
Move-out Date	
Initial Deposit	
Kitchen	Move-In Condition
Range/Hood	
Oven/Broiler	
Sink/Disposal	
Counters	
Cabinets	
Refrigerator	

Rent Roll

# of Units	Bldg #	Unit #	Nam e	Lse St Date	Lse End Date	SF	Beds/Bth	Deposit	Rent	Subsidy	Garage
1						0		\$0	\$0	\$0	\$0
2						0		\$0	\$0	\$0	\$0
3						0		\$0	\$0	\$0	\$0
4						0		\$0	\$0	\$0	\$0
5						0		\$0	\$0	\$0	\$0
6						0		\$0	\$0	\$0	\$0
7						0		\$0	\$0	\$0	\$0
8						0		\$0	\$0	\$0	\$0
9						0		\$0	\$0	\$0	\$0

Capital Improvements Form

Depreciatible Capital Improvements									
Improvement	Cost	Vendor	Date						