



# Property Operating Statement

Property Address: \_\_\_\_\_

Date \_\_\_\_\_

	Prior Year	Prior Year	Trailing 12 Months	YTD
End Date:				
<b>Income:</b>				
Annual Gross Rent				
CAM Reimbursement				
Other Income (laundry, parking, etc.)				
Vacancy, Bad Debt, Concessions				
<b>Adjusted Gross Income</b>				
<b>Expenses:</b>				
Real Estate Taxes				
Insurance				
Repairs & Maintenance *2				
Management Fees				
Utilities				
General & Administrative				
Supplies				
Advertising, Leasing & Marketing				
Turnover Cost				
Condo Fees				
Capital Expenses *2				
Misc Expense 1				
Misc Expense 2				
<b>Total Annual Expenses *3</b>				
<b>Net Operating Income</b>				

Signature \_\_\_\_\_

Date \_\_\_\_\_

Operating income reported should be actual operating income for the historical time period, not a pro-forma income statement.  
 \*1 Total Adjusted Gross income should be actual rental income collected or revenue recognized for the time period, and be similar to income reported on tax returns. Please explain any large differences between rental income collected and current rent roll provided.  
 \*2 Please note any large one time capital expenses included in Repairs and Maintenance or Capital Expenses categories. Please classify large one time repairs as Capital Expenses instead of repairs and maintenance.  
 \*3 Total expenses should be similar to expenses on tax returns less depreciation, and interest expense.