

2024 INCOME AND EXPENSE ANALYSIS: MINI/SELF STORAGE WAREHOUSES

For calendar or fiscal year 2023 (12 months)

Property Name: _____ Real Estate #:

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 Address: _____

CONFIDENTIAL
 Per F.S. 195.027
 Joyce Morgan
 Duval County Property Appraiser
 231 East Forsyth Street, Room 270
 Jacksonville, Florida 32202

INCOME: \$ \$ \$

GROSS POSSIBLE RENTS @ 100% OCCUPANCY

(1) WAREHOUSE SPACE..... _____

(2) OTHER RENTABLE AREA (RV/BOAT STORAGE)..... _____

(3) GROSS POSSIBLE RENTS 100%..... _____

(4) VACANCY AND RENT LOSS..... _____

(5) NET RENTAL INCOME..... _____

OTHER INCOME: \$ \$ \$

(6) ANCILLARY INCOME..... _____

(7) TOTAL INCOME FROM PROPERTY OPERATIONS..... _____

EXPENSES: \$ \$ \$

(8) UTILITIES..... _____

ELECTRICITY..... _____

WATER & SEWER..... _____

OTHER UTILITIES..... _____

(9) MAINTENANCE & REPAIR..... _____

MAINTENANCE & REPAIR PAYROLL..... _____

ELECTRIC, PLUMBING, HVAC REPAIRS..... _____

EXTERIOR REPAIRS..... _____

PARKING LOT REPAIRS..... _____

ROOF REPAIRS..... _____

CONTRACT REPAIRS..... _____

MISCELLANEOUS MAINTENANCE AND REPAIRS..... _____

JANITORIAL..... _____

SUPPLIES..... _____

(10) SERVICES..... _____

TRASH REMOVAL..... _____

LANDSCAPE..... _____

SECURITY..... _____

MISCELLANEOUS..... _____

(11) ADMINISTRATIVE..... _____

MANAGEMENT FEE..... _____

ADVERTISING..... _____

RENTAL TAX (SEE INSTRUCTIONS)..... _____

PAYROLL & PAYROLL TAXES..... _____

OTHER ADMINISTRATIVE..... _____

(12) PROPERTY INSURANCE (ONE (1) YEAR ONLY)..... _____

(13) RESERVES FOR REPLACEMENT..... _____

(14) TOTAL OPERATING COSTS..... _____

OTHER EXPENSE INFORMATION: \$

(15) INTEREST EXPENSE CHARGED THIS PERIOD..... _____

(16) DEPRECIATION EXPENSE CHARGED THIS PERIOD..... _____

(17) PROPERTY TAX EXPENSE CHARGED THIS PERIOD..... _____

(18) GROUND RENT..... _____

(19) CAPITAL EXPENDITURES...(DESCRIBE)..... _____

PLEASE FILL OUT FRONT & BACK OF FORM

NOTE: IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH A PROFIT AND LOSS STATEMENT (YEAR END 2023)
 AND RENT ROLL AS OF JANUARY 1, 2024 IN LIEU OF FILLING THIS FORM OUT, PLEASE DO SO.

MINI-SELF STORAGE WAREHOUSE INCOME AND EXPENSE ANALYSIS

DEFINITIONS AND INSTRUCTIONS

INCOME

LINES (1), REPORT THE SUM OF ALL RENTS THAT COULD HAVE BEEN COLLECTED IF 100% OF AND (2): THESE AREAS HAD BEEN OCCUPIED. EXCLUDE THE VALUE OF THE LEASING OFFICE.

LINE (3): TOTAL OF LINES (1) AND (2).

LINE (4): TEMPORARILY SKIP THIS LINE. FILL IN LINE (5), AND THEN COME BACK TO THIS LINE.

LINE (5): SHOW AMOUNT ACTUALLY COLLECTED FROM ALL SOURCES INDICATED ON LINES (1) AND (2) THEN SUBTRACT LINE (5) FROM LINE (3) AND ENTER THE DIFFERENCE ON LINE (4).

LINE (6): ADDITIONAL INCOME GENERATED FROM ANCILLARY SOURCES SUCH AS LATE FEES, SUPPLY SALES, LOCK SALES, ETC.

LINE (7): TOTAL OF LINES (5) AND (6).

EXPENSES (THOSE PAID BY LANDLORD)

NOTE: DO NOT INCLUDE UNDER ANY EXPENSE CATEGORY SUCH ITEMS AS GROUND RENT, MORTGAGE INTEREST, AMORTIZATION, DEPRECIATION, INCOME TAXES, OR CAPITAL EXPENDITURE, AS THESE ARE NOT REFLECTIVE OF OPERATING EXPENSES.

LINE (8): INCLUDE ALL UTILITIES COSTS FOR THIS BUILDING EVEN IF SOME OF THESE COSTS ARE BILLED BACK TO YOUR TENANTS.

LINE (9): INCLUDE ALL MAINTENANCE AND REPAIR CHARGES ASSOCIATED WITH THE BUILDING. DO NOT INCLUDE ANY CAPITAL EXPENDITURES.

LINE (10): INCLUDE COSTS ASSOCIATED WITH THIS BUILDING ONLY.

LINE (11): INCLUDE ALL ADMINISTRATIVE CHARGES AND COSTS NOT INCLUDED IN OTHER CATEGORIES. IF SALES TAX 7.5% OF GROSS RENT HAS BEEN INCLUDED IN INCOME, SHOW AMOUNT REMITTED HERE.

LINE (12): INCLUDE ONE YEAR INSURANCE CHARGES FOR FIRE, LIABILITY, THEFT AND ALL OTHER INSURANCE PREMIUMS EXCEPT WORKMAN'S COMPENSATION AND BENEFIT PLANS.

LINE (13): IF YOUR ACCOUNTING SYSTEM ALLOWS FOR ENTRIES INTO THIS TYPE OF ACCOUNT, INCLUDE THE TOTAL AMOUNT HELD AS RESERVE ON THIS LINE.

LINE (14): TOTAL OF LINES (10) THROUGH (15).

OTHER INFORMATION

LINE (15): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF INTEREST PAID ON REAL ESTATE DEBT, DO SO ON THIS LINE.

LINE (16): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF REAL ESTATE DEPRECIATION CHARGES FOR THIS REPORTING PERIOD, DO SO ON THIS LINE.

LINE (17): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE THE AMOUNT OF ALL DUVAL COUNTY REAL ESTATE TAXES CHARGED THIS PERIOD, DO SO ON THIS LINE.

LINE (18): IF YOU HAVE A GROUND LEASE, PLEASE ENTER AMOUNT HERE.

LINE (19): INVESTMENTS OF CASH FOR BUILDING ADDITIONS, SITE IMPROVEMENTS OR RENOVATIONS, AS DISTINGUISHED FROM CASH OUTFLOWS FOR EXPENSE ITEMS THAT ARE NORMALLY CONSIDERED PART OF LAST YEAR'S FISCAL OPERATIONS.

PLEASE COMPLETE REVERSE SIDE OF INCOME & EXPENSE ANALYSIS