Rutherford County Assessor of Property Commercial Property Income/Expense Questionnaire for Tax Year 2021

Property Address:				Contact Number:			
				Name of agent or Management firm:			
Parcel: Acct #:							
Rental Data:	Please p	rovide renta	al and expens	se data from the ca	lendar year 2020		
Tena	ant	Unit #	Rent Rate Monthly	Expenses Passed Through	Unit Size Per Sq. Ft.	Comments	
Gross Rents Poss	sible: \$				Year end vacancy _	Sq. Ft.	
Other Income:	\$						
Who pays insurance?		Owner	Tenant				
Who pays taxes?		Owner					
Who pays utilities:			Owner	Tenant			
Who pays common area maintenance?			Owner	Tenant			
Does the agent/m	anagement firr	n have an ow	vnership in the	property?	YES or NO		
Are any operating	expenses paid	d to any perso	on(s) with an o	wnership interest?	YES or NO		

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Do any tenants have a percentage rent clause in their lease?

YES or NO

2020 O	perating Expenses:							
1) Property Management Fee:		\$						
2)	2) Accounting & Legal Fees:		\$					
3)	3) Repairs and Maintenance:		\$					
4)	Garbage Removal:		\$					
5)	Pest Control:		\$					
6) Utilities:			\$					
7) Interior Painting:			\$					
8) Miscellaneous Expenses:		3 :	\$					
9) Real Estate Taxes:			\$					
10) Insurance (Annual Premium/Buildings Only): \$								
Items t	o be Replaced	Cost New	Year Re _l	placed				
11)	Roof Covering:	\$						
12)	Appliances:	\$						
13)	Heat & Cool Systems:	\$						
14)	Floor Covering:	\$						
15)	Exterior Painting:	\$						
Please Indicate the Following: Year Purchased: Purchase Price: \$								
	Date:	Signed:		Phone:				
	Name: Company:							
Please return the completed form to: Rutherford County Property Assessor Office Attn: Russell Key 319 North Maple Street, Suite 200 Murfreesboro, TN 37130 or via email at the following: rkey@rutherfordcountytn.gov								
Comm	ents:							