

**Town of Thomaston**  
**Annual Income and Expense Report**  
**Commercial/Industrial**

**\*\*\*MUST BE FILED ON OR BEFORE JUNE 1, 2019 TO AVOID 10% ASSESSMENT PENALTY\*\*\***

<b>Property Address:</b>	<b>Mailing Address:</b>
<b>Owner:</b>	<b>City/State/Zip:</b>
1. Primary Property Use: Apartment____ Office ____ Retail____ Industrial____ Mixed Use____ Other_____	

2. Gross Building Area _____ sq. ft. (include owner occupied space)	6. Number of Units _____
3. Net Leasable Area _____ sq. ft.	7. Number of Parking Spaces _____
4. Owner Occupied Area _____ sq. ft.	8. Actual Year Built _____
5. Common Area _____ sq. ft.	9. Year Remodeled _____

INCOME - 2018		EXPENSES - 2018	
10. Apartment Rentals (sched. A)	\$	21. Advertising	\$
11. Office Rentals (sched. B)	\$	22. Cleaning and Maintenance	\$
12. Retail Rentals (sched. B)	\$	23. Commissions/Leasing Fees	\$
13. Industrial Rentals (sched. B)	\$	24. Insurance	\$
14. Mixed Use Rentals (sched. B)	\$	25. Legal & Other Prof. Fees	\$
15. Other Rentals (sched. B)	\$	26. Management Fees	\$
16. Parking Rentals	\$	27. Repairs	\$
17. Other Property Income	\$	28. Supplies	\$
<b>18. Total Potential Income</b> <i>Add lines 10 to 17</i>	\$	29. Utilities	\$
19. Loss due to Vacancy/Credit	\$	30. Security	\$
<b>20. Effective Annual Income</b> <i>Subtract line 19 from 18</i>	\$	31. Other (Specify)	\$
<b>Sale or Mortgage Verification</b> Complete if sold, listed for sale, or mortgaged since 1-1-2018		32. Other (Specify)	\$
Purchase Price \$_____ Date of Purchase _____		<b>33. Total Expenses</b> <i>Add lines 21 to 32</i>	\$
Approximate vacancy rate at date of sale _____%		34. Capital Expenses	\$
Was the sale between related parties? Yes____ No____		35. Mortgage Paid to Banks	\$
First Mortgage \$_____ Int. Rate _____% _____years		36. Other Interest	\$
Other Financing \$_____ Int. Rate _____% _____years		37. Depreciation	\$
Asking Price \$_____ Date Listed _____		38. Real Estate Taxes	\$

I do hereby declare under penalties of false statement that the foregoing information and that reflected on the attached schedule(s) is, according to the best of my knowledge, remembrance and belief, a complete and true statement of all income and expenses attributable to the above identified property.

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name/Title \_\_\_\_\_ Telephone: \_\_\_\_\_

The above identified property is: 100% Owner Occupied____ 100% Leased to a related party _____
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