

Town of Belmont, Massachusetts - Income and Expense Statement
FOR FISCAL YEAR 2025, THE DUE DATE IS FRIDAY, MARCH 1, 2024.

«M»-«P»-«S»-«U»

Map: «M» Parc: «P» Suff: «S» U: «U»

Class: «CLS»

INCOME AND EXPENSE STATEMENT (for the prior year ending 12/31)

Contract Rent _____
 Percentage Rent _____
 Expense Escalation paid by tenant _____
 Utilities paid by tenant _____
 Real Estate Tax paid by tenant _____
 Parking paid by tenant _____
 Common Area Maintenance Fees _____
 Other Rent _____
 Total Revenue _____

**IF NO PART OF THIS PROPERTY IS
 LEASED TO ANOTHER PARTY,
 PLEASE CHECK HERE: _____**

**RETURN COMPLETED FORM TO:
 Town of Belmont
 Board of Assessors
 P.O. Box 56
 Belmont, MA 02478**

OPERATING EXPENSES:

| | | | |
|----------------------|-------|-----------------------------|-------|
| Management Fee | _____ | Commissions | _____ |
| Administrative | _____ | Gas | _____ |
| Payroll & Fringes | _____ | Electric | _____ |
| Utilities | _____ | Heat | _____ |
| Cleaning | _____ | Water/Sewer | _____ |
| Repairs/ Maintenance | _____ | Common Area Maintenance | _____ |
| Real Estate | _____ | Security | _____ |
| Insurance | _____ | Snow Removal | _____ |
| | | Legal/Accounting | _____ |
| | | Other Expenses | _____ |
| | | Total Expenses | _____ |
| | | Net Operating Income | _____ |

Note: Depreciation, mortgage payments, income taxes, and capital improvements are not allowable operating expenses

| Tenant Name/ Unit No | Square Foot Area Leased | Term | Start Date | Annual Rent | Rent Per Square Foot |
|----------------------|-------------------------|------|------------|-------------|----------------------|
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Signature _____ Number (_____) _____ - _____