

Town of Belmont, Massachusetts - Income and Expense Statement

«M»-«P»-«S»-«U»

FOR FISCAL YEAR 2021, THE DUE DATE IS MONDAY, MARCH 2, 2020, 7:00 P.M.

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

Signature _____ Number (_____) _____ - _____