



Property Owner: _____

Property Address: _____

	<u>Tenant Name</u>	<u>Length of Lease</u>	<u>Original Lease Date</u>	<u>Annual Rent*</u>	<u>Type of Tenant</u>	<u>Property Description</u>	<u>Rent is Current</u>	<u>Rent is Subsidized</u>
<i>Example 1</i>	<i>Roy G. Biv</i>	<i>Tenant At Will</i>	<i>1/1/2014</i>	<i>\$9,000</i>	<i>Residential</i>	<i>2 Bedroom Apt.</i>	<i>Yes</i>	<i>Yes</i>
<i>Example 2</i>	<i>ABC Inc.</i>	<i>5 Years</i>	<i>1/1/2012</i>	<i>\$12,000</i>	<i>Commercial</i>	<i>Office Space</i>	<i>Yes</i>	<i>No</i>
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
Totals								

*Please provide any information on material changes that will affect the cash flow of the property. Example: 1) Vacancy rate expected to increase; which will affect rental income this year. 2) Rental income expected to increase due to rent increases or obtaining a tenant. Please attach separate sheets should you require additional space.

I hereby certify that the facts set forth in the Property Summary Sheet are true and complete to the best of my knowledge.

Signature

Title

Date