|  |  |
| --- | --- |
| Lessor: enter text | Lessee: enter text |
| Assessor #: | enter text |
| GEO Code #: | enter text |
| Legal Description: | enter text |
| Street Address/Location: | enter text |



|  |  |  |
| --- | --- | --- |
| Date Taken: | choose a date | Taken By: enter text |
| Taken From: | enter text | Facing: enter text |
| Remarks: | enter text |

**LEASE DATA**

|  |  |  |
| --- | --- | --- |
| Confirming Party(ies) (Name): | enter text | Phone #: enter text |
| Confirmed By: | enter text | Date: enter text |
| Inspected By: | enter text | Date: choose a date. |
| Lease Date: | enter text |

|  |  |
| --- | --- |
| Terms: | enter text |
| Type: | enter text |

|  |  |
| --- | --- |
| Lease Date: | enter text |

|  |  |
| --- | --- |
| Terms: | enter text |
| Type: | enter text |

**CURRENT INCOME DATA**

|  |  |  |  |
| --- | --- | --- | --- |
| Gross Monthly Rent: | $enter text | Monthly Rent (Sq Ft):  | $enter text |
| Gross Annual Rent: | $enter text | Annual Rent (Sq Ft):  | $enter text |
| Other Income Data: | enter text |

**EXPENSE INFORMATION** *(Should be based on a minimum of 3 years)*

|  |  |
| --- | --- |
| Explain Basis: | enter text |
| Vacancy: | enter text |
| Collection Loss: | enter text |
| Insurance: | enter text |
| Taxes *(type & amt):* | enter text |
| Maintenance: | enter text |
| Reserves: | enter text |
| Management: | enter text |
| Utilities: | enter text |
| Rubbish Removal: | enter text |
| Payroll: | enter text |
| Security: | enter text |
| Misc *(type & amt):* | enter text |

**SITE DATA**

|  |  |
| --- | --- |
| Type of Primary Access:  | enter text |
| Zoning:  | enter text |
| Highest and Best Use:  | enter text |
| Present Use:  | enter text |
| Shape of Site:  | enter text |
| Frontage (Type, Name, Amount):  | enter text |
| Water Source:  | enter text |
| If Well, Depth:  | enter text |  | GPM:  | enter text |
| Irrigation (Type, Source):  | enter text |
| Drainage:  | enter text |
| Topography:  | enter text |
| View:  | enter text |
| Soil Types:  | enter text |
| Cover:  | enter text |
| Production (Crop, Amount, Source):  | enter text |
| Carrying Capacity (Amount, Source):  | enter text |
| Utilities (Type, Source, To Property or Distance from Property):  | enter text |
| Existing Encumbrances or SIDS’s:  | enter text |
| Structural Improvements (Type, Age, Size, Additional Information):  | enter text |
| Site Improvements:  | enter text |
| Fencing:  | enter text |
| Additional Remarks:  | enter text |

**NEIGHBORHOOD DATA (Each item must be noted and discussed.)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [ ]  Residential | [ ]  Rural Tract | [ ]  Suburban Tract | [ ]  Commercial | [ ]  Industrial |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Neighborhood is: | [ ]  Developed | [ ]  Growing | [ ]  Static | [ ]  Declining |

|  |  |  |
| --- | --- | --- |
| Shopping Area:  | enter text | Distance: enter text |
| Grade School:  | enter text | Distance: enter text  |
| High School:  | enter text | Distance: enter text  |

|  |  |
| --- | --- |
| Fire Protection: | enter text |
| Traffic Count (state source): | enter text |

|  |  |
| --- | --- |
| Additional Remarks:  | enter text |