



**Section D – Vacancy**

List the unit number or the square footage and indicate when it was vacant for the **most recent year** of operation.

Unit No. or Sq. Footage	Vacant From (month/ day/ year)	Vacant To (month/ day/ year)
_____	/ /	/ /
_____	/ /	/ /
_____	/ /	/ /
_____	/ /	/ /

**Section E – Operating Expenses**

Expense	Most Recent Full Year	Two Previous Years	
	Year:	Year:	Year:
Heating	\$	\$	\$
Electricity	\$	\$	\$
Water and Sewer	\$	\$	\$
Insurance	\$	\$	\$
Advertising	\$	\$	\$
Professional Fees	\$	\$	\$
Snow/Garbage Removal	\$	\$	\$
Telephone	\$	\$	\$
Repairs and Maintenance	\$	\$	\$
Supplies	\$	\$	\$
Cleaning	\$	\$	\$
Management	\$	\$	\$
Property Tax	\$	\$	\$
Major Capital Expenditure (Specify) –	\$	\$	\$
Other (Specify) –	\$	\$	\$
Other (Specify) –	\$	\$	\$
Other (Specify) –	\$	\$	\$

**Section F – Comments**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section G – Certification**

I hereby certify the information contained in this questionnaire is fully and truly stated to the best of my knowledge and belief.

\_\_\_\_\_

Signature of Property Owner

Title

Date