

PROPERTY ADDRESS _____ CITY / TOWN _____ PROV. _____ POSTAL CODE _____

- **PLEASE INCLUDE ALL UNITS**
- **Vacant Units:** Write "Vacant" as *tenant name* and \$0 for *rent*
- **Owner Occupied Units:** Write "Owner Occupied" as *tenant name* and \$0 for *rent*
- Include lease details: tenancy start date, lease expiry date, if now on month to month

UNIT #	TENANT NAME	RENT AMOUNT (\$)	# OF BEDROOMS or COMMERCIAL UNIT (approx. sqft)	LEASE TYPE (GROSS, SEMI-GROSS, NET)	TERM OF LEASE

ANNUAL EXPENSES

Real Estate Taxes _____

Insurance _____

Maintenance/Repair _____

Management _____

Utilities _____

Other _____

Signature: _____ Date: _____