Town of Bolton Assessor's Office

Industrial Property
Income and Expense Survey for Calendar Year 2024
Information provided is CONFIDENTIAL, in accordance with Connecticut Law.

Property Address: _____

Form Preparer/Position: _____

Telephone Number: _____

Email: _____

General Data
Which of the following best describes your property? (Check one.)
- ☐ Single-tenant investment
- ☐ Owner-user
- ☐ Owner-user and tenant(s)
- ☐ Multi-tenant investment
- ☐ Other (describe)

Which of the following reflects the primary use of your property? (Check one.)
- ☐ Warehouse/Distribution
- ☐ Manufacturing
- ☐ Hi-tech/Research/Development
- ☐ Multi-bay, mixed-use
- ☐ Other (describe)

Number of buildings
☐ One   ☐ Two   ☐ Three   ☐ More than three

Gross Building Area (GBA):   _____square feet

Total Office Area: _____square feet

Total Rentable Area[1]:   _____square feet

Parking Available: _____(# of places)

Typical Lease Structure (Please include a copy of a typical lease)
☐ Gross[2]   ☐ Net[3]   ☐ Absolute Net[4]

Potential Annual Gross Income
Gross Rental Income   _____square feet $ _____/ sq. ft. = $ _____
Gross Rental Income   _____square feet $ _____/ sq. ft. = $ _____
Gross Rental Income   _____square feet $ _____/ sq. ft. = $ _____

_____
1   Total land & building area included in tenant lease(s).
2   Owner operating expenses include real estate taxes, property insurance and utilities. Tenant has minor operating expenses such as liability insurance, renter's insurance, etc.
3   Tenant pays for the real estate taxes, property insurance and utilities. Owner has minor operating expenses such as groundskeeping or liability insurance.
4   Tenant pays for all expenses, including real-estate taxes and insurance.

(Industrial Property Cont'd)

Total Potential Gross Income $ _____

<u>Vacancy</u> (annualized): _____%

<u>Annual Operating Expenses</u>

Real Estate Taxes $ _____

Insurance $ _____

Administrative/Legal/Accounting $ _____

Repairs and Maintenance $ _____

Trash/Snow Removal $ _____

Management Fee $ _____

Utilities $ _____

Total Operating Expenses $ _____

Yes No

☐ ☐ Do any of the figures include capital expenditures or extraordinary costs which vary from typical operating expenses? If yes, please explain on a separate page.

Please attach comments or other information on a separate page.

_____/_____
Signature/Position Date