

**SALT LAKE COUNTY ASSESSOR'S OFFICE**

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SALT LAKE CITY, UT 84114-7421

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Email: [assessorcommupdates@saltlakecounty.gov](mailto:assessorcommupdates@saltlakecounty.gov) online: [saltlakecounty.gov/assessor](http://saltlakecounty.gov/assessor)**OPERATING STATEMENT (MOST CURRENT YEAR)**

PARCEL NUMBER: \_\_\_\_\_

Once this form is completed, select one the links at the bottom of this page to open the appropriate Rent Roll form for your property type

LANDLORD'S RENTAL INCOME		YEARLY TOTALS
1	INDICATE THE CALENDAR YEAR FOR WHICH THIS INFORMATION APPLIES, OR THE FISCAL YEAR, WITH STARTING AND ENDING DATES	calendar year: _____ or fiscal year: start: _____ end: _____
2	TOTAL POTENTIAL RENTAL INCOME (AT 100% OCCUPANCY)	\$
3	ANNUAL VACANCY RATE: _____ %	\$
4	ACTUAL RENTAL INCOME RECEIVED DURING THE YEAR	\$
5	OTHER MISCELLANEOUS INCOME, INCLUDING EXPENSE REIMBURSEMENTS (LIST BELOW & SUM HERE)	\$
6	TOTAL ANNUAL INCOME FROM RENT AND OTHER SOURCES	\$
<b>LANDLORD'S OPERATING EXPENSES TO PROPERTY</b>		
7	INSURANCE (ONE YEAR PREMIUM)	\$
8	REPAIR AND MAINTENANCE (See note #4)	\$
9	MANAGEMENT FEE (IF OUTSIDE MANAGEMENT FEE IS PAID)	\$
10	JANITORIAL	\$
11	NATURAL GAS	\$
12	ELECTRICITY	\$
13	SEWER AND WATER	\$
14	TOTAL UTILITIES (GAS, ELECTRICITY, SEWER & WATER - IF UNABLE TO ITEMIZE)	\$
15	TRASH REMOVAL	\$
16	YARD MAINTENANCE	\$
17	ADMINISTRATIVE COST (EXCEPT MANAGEMENT FEE)	\$
18	MISCELLANEOUS LANDLORD EXPENSES (LIST BELOW & SUM HERE)	\$
19	NET OPERATING INCOME (NOI)	\$
20	REPLACEMENT EXPENSE, LIST BELOW	
	a.	\$
	b.	\$
	c.	\$
	d.	\$
	e.	\$
	f.	\$
	add additional expense in Comments below and total here:	\$
	Total Replacement Expense:	\$
21	ANNUAL COMMON AREA MAINTENANCE CHARGE (CAM)	\$ sq.ft.
<b>NOTES:</b> 1. <u>Property tax expense is known and will be accounted for properly.</u> 2. <u>Mortgage payment is a financing expense. Do not include here as an operating expense.</u> 3. <u>Income tax and depreciation claimed for income tax are not operating expenses to the property for appraisal purposes.</u> 4. <u>Do not include capital improvement expenses such as building additions.</u> 5. <u>Reserves are treated separately and subtracted from the income before valuing the property.</u>		
<b>COMMENTS:</b>		

Attached document Links:

[Commercial Rent Roll](#)This Rent Roll is for **all** property types other than industrial or Multi Family (Apartments)[Industrial Rent Roll](#)This Rent Roll is for warehouses, distribution centers and such. Property that does **not** have an Apartment attached.[Multi Family Rent Roll](#)

This Rent Roll is for Apartments