

2025 INCOME AND EXPENSE ANALYSIS: INDUSTRIAL

For calendar or fiscal year 2024 (12 months)

Property Name: _____ Real Estate #:

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 Address: _____

CONFIDENTIAL
Per F.S. 195.027
Joyce Morgan
Duval County Property Appraiser
231 East Forsyth Street, Room 270
Jacksonville, Florida 32202

INCOME: \$ \$ \$

GROSS POSSIBLE RENTS @ 100% OCCUPANCY
TYPE OF LEASE: TRIPLE NET: _____ GROSS: _____

(1) WAREHOUSE SPACE..... _____
 (2) OTHER RENTABLE AREA..... _____
 (3) GROSS POSSIBLE RENTS @ 100%..... _____
 (4) VACANCY AND RENT LOSS..... _____
 (5) NET RENTAL INCOME..... _____

OTHER INCOME: \$ \$ \$

(6) ESCALATION..... _____
 (7) MISCELLANEOUS INCOME AND PASS THROUGH..... _____
 (8) TOTAL OTHER INCOME..... _____
 (9) TOTAL INCOME FROM PROPERTY OPERATIONS..... _____

EXPENSES: \$ \$ \$

(10) UTILITIES..... _____
 ELECTRICITY..... _____
 WATER & SEWER..... _____
 OTHER UTILITIES..... _____
 (11) MAINTENANCE & REPAIR..... _____
 MAINTENANCE & REPAIR PAYROLL..... _____
 ELECTRIC, PLUMBING, HVAC REPAIRS..... _____
 EXTERIOR REPAIRS..... _____
 PARKING LOT REPAIRS..... _____
 ROOF REPAIRS..... _____
 CONTRACT REPAIRS..... _____
 MISCELLANEOUS MAINTENANCE AND REPAIRS..... _____
 JANITORIAL..... _____
 SUPPLIES..... _____
 (12) SERVICES..... _____
 TRASH REMOVAL..... _____
 LANDSCAPE..... _____
 SECURITY..... _____
 MISCELLANEOUS..... _____
 (13) ADMINISTRATIVE..... _____
 MANAGEMENT FEE..... _____
 ADVERTISING..... _____
 RENTAL TAX (SEE INSTRUCTIONS)..... _____
 PAYROLL & PAYROLL TAXES..... _____
 OTHER ADMINISTRATIVE..... _____
 (14) PROPERTY INSURANCE (ONE (1) YEAR ONLY)..... _____
 (15) RESERVES FOR REPLACEMENT..... _____
 (16) TOTAL OPERATING COSTS..... _____

OTHER EXPENSE INFORMATION: \$

(17) INTEREST EXPENSE CHARGED THIS PERIOD..... _____
 (18) DEPRECIATION EXPENSE CHARGED THIS PERIOD..... _____
 (19) PROPERTY TAX EXPENSE CHARGED THIS PERIOD..... _____
 (20) GROUND RENT..... _____
 (21) CAPTIAL EXPENDITURES...(DESCRIBE)..... _____

PLEASE FILL OUT FRONT & BACK OF FORM
 NOTE: IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH A PROFIT AND LOSS STATEMENT (YEAR END 2024) AND RENT ROLL AS OF JANUARY 1, 2025 IN LIEU OF FILLING THIS FORM OUT, PLEASE DO SO.

ADDITIONAL INFORMATION: (WAREHOUSE TYPE & LEASE INFORMATION)

DRY STORAGE W/H _____ FLEX SPACE _____ DISTRIBUTION _____
 MANUFACTURING _____ OTHER _____ DESCRIBE _____
 TENANT: MULTI _____ OR OTHER SINGLE _____ CEILING HEIGHT _____

RENTABLE AREAS: **NO. OF SQUARE FEET** **ASKING RENT PER SQ. FT.**

WAREHOUSE SPACE..... _____
 COLD STORAGE OR FREEZER SPACE..... _____
 OFFICE SPACE..... _____
 PRODUCTION AREAS..... _____
 PRODUCTION DISPLAY..... _____
 RETAIL SPACE..... _____
 OTHER (DESCRIBE _____)..... _____
TOTAL RENTAL AREA..... _____

OTHER PROPERTY INFORMATION: **DATE** **PRICE**

IF YOU PURCHASED THIS PROPERTY SINCE 2022 GIVE: DATE _____
 IF YOU HAD THIS PROPERTY CONSTRUCTED SINCE 2022 GIVE: DATE _____ (Price)
 COST TO CONSTRUCT \$ _____ (include both direct and indirect costs)

MORTGAGE INFORMATION: **1ST MTG.** **2ND MTG.** **3RD MTG.**

DATE..... / / _____
 ORIGINAL AMOUNT..... \$ _____ \$ _____ \$ _____
 INTEREST RATE..... % _____ % _____ % _____
 TERM IN YEARS & MONTHS..... & _____ & _____ & _____
 PAYMENT (\$ per month, semi annual, or annual)..... \$ / _____ \$ / _____ \$ / _____
 BALLOON PAYMENT (\$ / date due)..... \$ / _____ \$ / _____ \$ / _____

IF THIS PROPERTY IS FOR SALE GIVE:

ASKING PRICE..... \$ _____
 LISTING BROKER..... _____
 HOW LONG ON MARKET..... _____

PLEASE FILL OUT PORTION BELOW OR ATTACH RENT ROLL

RENT ROLL **RENT ROLL**

SIZE IN SQ.FT.	RENT PER SQ. FT.	LEASE BEGIN	LEASE ENDING	SIZE IN SQ.FT.	RENT PER SQ. FT.	LEASE BEGIN	LEASE ENDING
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

PREPARER INFORMATION:

PERSON PREPARING RETURN _____
 OWNER: _____ AGENT: _____
 DATE _____ PHONE NUMBER _____

(IF ADDITIONAL SPACE IS REQUIRED - PHOTOCOPY THIS FORM)

**INDUSTRIAL
INCOME AND EXPENSE ANALYSIS
DEFINITIONS AND INSTRUCTIONS**

**IF OWNER OCCUPIED: WRITE "OWNER OCCUPIED" ON THE FORM AND RETURN TO DUVAL COUNTY PROPERTY APPRAISER'S OFFICE
C/O COMMERCIAL APPRAISAL DIVISION**

INCOME

LINES (1), REPORT THE SUM OF ALL RENTS THAT COULD HAVE BEEN COLLECTED IF 100%
AND (2): OF THESE AREAS HAD BEEN OCCUPIED. INCLUDE VALUE OF LEASING OFFICE. IF ANY AREAS ARE
OWNER OCCUPIED, ESTIMATE AND INCLUDE THE MARKET RENTAL VALUE OF SPACE.

LINE (3): TOTAL OF LINES (1) AND (2).

LINE (4): TEMPORARILY SKIP THIS LINE. FILL IN LINE (5), THEN COME BACK TO THIS LINE.

LINE (5): SHOW AMOUNT ACTUALLY COLLECTED FROM ALL SOURCES INDICATED ON LINES (1) AND (2),
THEN SUBTRACT LINE (5) FROM LINE (3) AND ENTER THE DIFFERENCE ON LINE (4).

LINE (6): ADDITIONAL RENT COLLECTED UNDER THE LEASE TO REIMBURSE BUILDING OWNERS FOR
INCREASES IN FIXED OPERATING COSTS SUCH AS INSURANCE, UTILITIES, LABOR AND OTHER
SUCH OPERATING COSTS AS PROVIDED FOR UNDER THE LEASE. REPORT PASS-THROUGHS ON
LINE (7).

LINE (7): SERVICES SOLD TO TENANTS, OPERATING COST PASS-THROUGHS, UTILITIES BILL BACK, A/C
CHARGES, ETC.

LINE (8): TOTAL OF LINES (6) AND (7).

LINE (9): TOTAL OF LINES (5) AND (8).

EXPENSES (THOSE PAID BY THE LANDLORD)

**NOTE: DO NOT INCLUDE UNDER ANY EXPENSE CATEGORY SUCH ITEMS AS GROUND RENT, MORTGAGE
INTEREST, AMORTIZATION, DEPRECIATION, INCOME TAXES, OR CAPITAL EXPENDITURE, AS THESE ARE
NOT REFLECTIVE OF OPERATING EXPENSES. THESE ITEMS WILL BE LISTED BELOW.**

LINE (10): INCLUDE ALL UTILITIES COSTS FOR THIS BUILDING EVEN IF SOME OF THESE COSTS ARE BILLED BACK TO
YOUR TENANTS.

LINE (11): INCLUDE ALL MAINTENANCE AND REPAIR CHARGES ASSOCIATED WITH THIS BUILDING. DO NOT INCLUDE ANY
CAPITAL EXPENDITURES.

LINE (12): INCLUDE COSTS ASSOCIATED WITH THIS BUILDING ONLY.

LINE (13): INCLUDE ALL ADMINISTRATIVE CHARGES AND COSTS NOT INCLUDED IN OTHER CATEGORIES.
IF SALES TAX 7.5% OF GROSS RENT HAS BEEN INCLUDED IN INCOME, SHOW AMOUNT REMITTED
HERE.

LINE (14): INCLUDE ONE YEAR INSURANCE CHARGES FOR FIRE, LIABILITY, THEFT AND ALL OTHER
INSURANCE PREMIUMS EXCEPT WORKMAN'S COMPENSATION AND BENEFIT PLANS.

LINE (15): IF YOUR ACCOUNTING SYSTEM ALLOWS FOR ENTRIES INTO THIS TYPE OF ACCOUNT, INCLUDE
THE TOTAL AMOUNT HELD AS RESERVE ON THIS LINE.

LINE (16): TOTAL OF LINES (10) THROUGH (15).

OTHER INFORMATION

LINE (17): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF INTEREST PAID ON REAL ESTATE
DEBT, DO SO ON THIS LINE.

LINE (18): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE TOTAL AMOUNT OF REAL ESTATE
DEPRECIATION CHARGED FOR THIS REPORTING PERIOD, DO SO ON THIS LINE.

LINE (19): IF YOU WOULD LIKE TO PROVIDE THIS OFFICE WITH THE AMOUNT OF ALL DUVAL COUNTY REAL
ESTATE TAXES CHARGED THIS PERIOD, DO SO ON THIS LINE.

LINE (20): IF YOU HAVE A GROUND LEASE, PLEASE ENTER AMOUNT HERE.

LINE (21): INVESTMENTS OF CASH FOR BUILDING ADDITIONS, SITE IMPROVEMENTS OR RENOVATIONS, AS
DISTINGUISHED FROM CASH OUTFLOWS FOR EXPENSE ITEMS THAT ARE NORMALLY CONSIDERED PART OF LAST
YEAR'S FISCAL OPERATIONS.

PLEASE COMPLETE REVERSE SIDE OF INCOME & EXPENSE ANALYSIS