### **Simple Rent Roll Form**

#### **Basic Property Info**

* **Name of the Building: \_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Owned By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Managed By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Reporting Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### **Leasing Information**

* **Space Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Lessee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Agreement Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Agreement End Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Monthly Lease Rate: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Security Deposit Held: $\_\_\_\_\_\_\_\_\_\_\_**
* **Current Lease Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### **Utilities and Extras**

* **Water Included [ ]**
* **Electricity Included [ ]**
* **Heating Included [ ]**
* **Air Conditioning [ ]**
* **Internet/WiFi [ ]**