



Randy Mazourek
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 201 Howell Ave.
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Confidential Information per F.S. 195.027 - For Use by Hernando County Property Appraiser's Office Only

INCOME AND EXPENSE STATEMENT FOR MOBILE HOME AND RV PARKS

Alternate Key: _____ Partial Owner Occupancy: _____ %
 Parcel ID: _____
 Owner's Name: _____
 Property Address: _____

SECTION 1 - UNIT TYPE		Monthly	Seasonal	Overall	
		Lot Rent	Lot Rent	Vacancy	
Space Type	# of spaces Per Type	Per Space	Per Space	As of Jan 1	
1	Mobile Home Lot	\$	\$		1
2	Mobile Home Lot & Unit	\$	\$		2
3	Mobile Home Double Lot	\$	\$		3
4	Mobile Home Double Lot & Unit	\$	\$		4
5	RV Lot	\$	\$		5
6	RV Lot & Unit	\$	\$		6
7	RV Double Lot	\$	\$		7
8	RV Double Lot & Unit	\$	\$		8
9	Storage Space	\$	\$		9
10	Other <i>(please specify)</i> : _____	\$	\$		10
TOTALS		\$	\$		11

SECTION 2 - INCOME

12	Potential Gross Rent <i>(as if 100% occupied)</i>		12
13	Less Vacancy	%	13
14	Less Collection Loss	%	14
15	Less Concessions	%	15
16	Miscellaneous Income <i>(please explain)</i> _____		16
17	TOTAL RENTAL INCOME	\$	17

SECTION 2 - OTHER INCOME

18	Miscellaneous Income <i>(please explain)</i> _____ <i>(Includes LP gas sales, dump fees, store sales, laundry, vending etc.)</i>	\$	18
19	Non-Refundable Income	\$	19
20	TOTAL OTHER INCOME	\$	20

PLEASE INCLUDE A SUMMARY RENT ROLL (or complete page 2) AND THE ANNUAL PROFIT AND LOSS STATEMENT



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SECTION 3 - EXPENSES

21	Management	\$	21
22	Payroll & Payroll Taxes	\$	22
23	Administrative	\$	23
24	Marketing	\$	24
25	Utilities Total	\$	25
	a. Electric	\$	
	b. Water/Sewer	\$	
	c. Cable/Internet	\$	
	d. Trash	\$	
	e. Telephone	\$	
26	Building Repairs and Maintenance	\$	26
27	Grounds Maintenance	\$	27
28	Insurance	\$	28
29	Reserves for Replacement	\$	29
30	Other Expenses <i>(please specify)</i> _____	\$	30
31	Real Estate Taxes	\$	31
32	Tangible Personal Property Taxes	\$	32
33	Other Taxes <i>(please specify)</i> _____	\$	33
34	TOTAL OPERATING EXPENSES	\$	34
35	NET OPERATING INCOME	#VALUE!	35

OTHER EXPENSES

36. Capital Expenditures	\$	36
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Utilities Included in Rent

UTILITY		COST	
37. Electric	<input type="checkbox"/>	\$	37
38. Water	<input type="checkbox"/>	\$	38
39. Cable	<input type="checkbox"/>	\$	39
40. Internet	<input type="checkbox"/>	\$	40
41. Sewer	<input type="checkbox"/>	\$	41
42. Telephone	<input type="checkbox"/>	\$	42
43. Gas	<input type="checkbox"/>	\$	43

**Above cost is per lot*

Prepared by: _____ Title: _____

Signature: _____ Date: _____

Phone: _____ Email: _____

RETURN BY APRIL 1



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DEFINITIONS AND INSTRUCTIONS

SECTION 1 - PROPERTY/UNIT TYPE

Lines 1 - 10, Identify the number and type of units available, # of each type, the monthly lot rent and seasonal lot rent for each type.

SECTION 2 - INCOME

Line 12- Report the sum of all rents that could have been collected if 100% of the lots had been occupied. Include all owner or staff-occupied units and models. Include amounts collected in subsidies.

Line 13 - Enter total amount of vacancy.

Line 14 - Enter total amount of Loss to Lease.

Line 15 - Enter total amount of rental concessions.

Line 16 - Enter non-revenue units (corporate, staff, or models).

SECTION 2 - OTHER INCOME

Line 18 - 19 - Report the sum of services sold to tenants to include coin-operated laundry, vending machines, other miscellaneous income, or pass-throughs.

SECTION 3 - EXPENSES

Line 21 - Include all off-site management fees associated with this building. Exclude asset management fees.

Line 22 - Include all on-site payroll expenses associated with this building.

Line 23 - Include all administrative costs and charges not included in other categories. Exclude automotive, bank interest fees, depreciation/amortization, interest, and travel expenses. Exclude mortgage payment, State of FL Annual Report Fee, and office equipment.

Line 24 - Include all apartment marketing costs.

Line 25- Include all utilities costs for this building even if some of these costs are billed back to your tenant.

Line 26 - Include all maintenance and repair charges associated with this building. Exclude appliance or HVAC replacements, capital expenditures, roof and utility replacements, new construction, and tenant improvement allowance.

Line 27 - Include all expenses for outside services (pool, grounds, etc.).

Line 28 - Include one year's insurance charges for fire, liability, theft, and all of the insurance premiums except workers' compensation and employee benefit plans.

Line 29 - Include the total amount held for reserves, if applicable.

Line 30 - Include other costs associated with this building if not included in the above. Please specify.

Line 31 - Include all Real Estate Tax Expenses.

Line 32 - Include all Tangible Personal Property Tax Expenses.

Line 33 - Include all Other Tax Expenses not included above.

Line 36 - Report the amount spent in Capital Expenditures for the year.

Line 37 - 43 - Check the appropriate box for any utilities included in unit rent and the cost per lot.