



PROPERTY EXPENSE PROFILE

Prepared by: Agent _____
Broker _____

Phone _____
Email _____

NOTE: This form is used by an owner and their sales or leasing agent when preparing a marketing package for the sale of a one-to-four unit residential property or the lease of any type property and disclosing the property's operating costs, to prepare a worksheet to be handed to prospective buyers and tenants for their review of the monthly property operating costs and deposits they will likely incur on taking possession of the property.

DATE: _____, 20_____, at _____, California.

1. PROPERTY TYPE _____

- 1.1 Location _____
1.2 Expense figures are estimates reflecting:
a. [] current expenses of occupancy/ownership.
b. [] forecast of anticipated expenses of occupancy.

2. MONTHLY OPERATING EXPENSES:

Table with 2 columns: Expense Item (e.g., Electricity, Gas, Water, TV, Phone, Internet, Trash, Sewage, Bonds, Lawn/Gardening, Maid, Pool/Spa, HOA, Maintenance, Property management, Insurance, Taxes, Other, Total Operating Expenses, Monthly Loan Payment, Total Monthly Expenses) and Amount (\$ _____)

3. DEPOSITS:

Table with 2 columns: Deposit Item (e.g., Rental security deposit, Electricity deposit, Water deposit, Sewage and rubbish deposit, Gas service deposit, Phone service deposit, Other, Total Deposits) and Amount (\$ _____)

OWNER: I have read and approve this information.

Date: _____, 20____

Owner's Name: _____ Signature: _____

Date Prepared: _____, 20____

Broker: _____
DRE #: _____
Agent: _____
DRE #: _____
Phone: _____ Cell: _____
Fax: _____
Email: _____

PROSPECTIVE BUYER:

I have received and read a copy of this estimate.

Date: _____, 20____

Name: _____

Signature: _____