

Property Worksheet for _____

Property Information

Location:
Year Built:
Type of Property:
Seller's original asking price:
Dimensions:

Beds/Baths:
Condition: Poor, Fair, Good, Great
Serial or VIN(s):

Purchase Cost Information

Purchase Price:
Cash paid at closing:
Terms created:
Payment due to seller by:

Sold Cost Information

Resale Price:
Move-In Fee Collected:
Terms created:
Payment due from TB by:
Late penalty:

Community Information

Community Name:
Address to office:
Phone # to office manager:
Current lot rent or HOA per month:

Neighborhood Grade:
Community Restrictions:
Community Manager:
Payment due by:

Description of home when sold

<u>#</u>	<u>Description</u>	<u>Amount</u>	<u>Notes</u>
1	PROJECTED ANNUAL INCOME	\$	
2	Less: lot rent while vacant	\$	
3	Less: Repairs in Labor	\$	
4	Less: Insurance while vacant	\$	
5	Less: Repairs in Material	\$	
6	Less: New Appliances or HVAC	\$	
7	Less: Costs to Register/transfer Title	\$	
8	Less: Utilities while vacant	\$	
9	Less: Marketing to resell	\$	
10	Less: Legal fees	\$	
11	Less: Lawn and Grounds Keeping	\$	
12	Less: Miscellaneous	\$	
13		\$	
14		\$	

Notes: _____

