Commercial Property Information

Property Owner:

Property Description:

Please answer the following questions:

Year the property was purchased: _____

If the property was purchased within last three years, please send us a copy of your **closing statement.**

If the property was purchased within the last 3 years please indicate the purchase price: _____

Is the property for sale? Yes No Asking Price: _____

Describe the property type (i.e. warehouse, retail ...): _____

Is the property owner occupied? Yes No

For non-owner occupied properties we have to have income and expense information for the property. The best source of this information is your annual PROFIT & LOSS STATEMENT or SCHEDULE E from your income tax return. In addition we also need your RENT ROLL as of January 1st.

The Appraisal District can refuse to adjust valuation on any income producing property without Profit & Loss Statement and Rent Roll. Please send the documents along with this questionnaire.

The rent per square foot: _____

The average vacancy during last calendar year (% or Square Feet): _____

Owner's opinion of market value of this property: _____

Does your property suffer from any of the following?

Cracked slab or poor foundation? _____ Yes No

Defective roof? _____ Yes No

Plumbing problems? _____ Yes No

Electrical problems? _____ Yes No

Subject to flooding? _____ Yes No

Any other undesirable features of the property, please describe:

To help us document problems, please send copies of repair invoices and/or estimates.

_____ _____

Property Owner's Signature Date