

This example reflects a Commercial property.

### Overview of Property Information

# of Buildings:	<input type="text" value="3"/>	Year Built:	<input type="text" value="2009"/>
# of Floors:	<input type="text" value="1 and 2"/>	Total Sq. Ft. (Gross):	<input type="text" value="109,450"/>
# of Elevators:	<input type="text" value="1"/>	Sq. Ft. (Net/Rentable):	<input type="text" value="109,450"/>
# of Parking Spaces:	<input type="text" value="250"/>	Occupied Space:	<input type="text" value="105,750"/>
# of Units:	<input type="text" value="15"/>	Vacant Space:	<input type="text" value="3,700"/>
Rent Roll Obtained:	<input type="text" value="Yes"/>	Percent Occupied:	<input type="text" value="96.6%"/>
# of Down Units:	<input type="text" value="0"/>	Annual Occupancy:	<input type="text" value="100%"/>
Unit of Measurement:	<input type="text" value="Sq. Feet"/>	Annual Turnover:	<input type="text" value="0%"/>
Property Offers Rent Concessions?	<input type="text" value="Yes"/>	If yes, please describe concessions:/font>	
<input type="text" value="Concessions are given to new tenants based upon length of leases and build out."/>			
Franchise Name:	<input type="text" value="N/A"/>	Franchise change since last inspection:	<input type="text" value="Not Applicable"/>
Occupied Units Inspected:	<input type="text" value="5"/>	Vacant Units Inspected:	<input type="text" value="2"/>
Is there any dark space?	<input type="text" value="No"/>	Describe: <input type="text"/>	
Is there any down space?	<input type="text" value="No"/>	Describe: <input type="text"/>	

The 'Unit of Measurement' is Sq. Feet for Commercial Properties.

## Overview of Property Information

# of Buildings:	<input type="text" value="2"/>	Year Built:	<input type="text" value="1998"/>
# of Floors:	<input type="text" value="3"/>	Total Sq. Ft. (Gross):	<input type="text" value="125,500"/>
# of Elevators:	<input type="text" value="0"/>	Sq. Ft. (Net/Rentable):	<input type="text" value="122,400"/>
# of Parking Spaces:	<input type="text" value="250"/>	Occupied Space:	<input type="text" value="135"/>
# of Units:	<input type="text" value="44"/>	Vacant Space:	<input type="text" value="11"/>
Rent Roll Obtained:	<input type="text" value="Yes"/>	Percent Occupied:	<input type="text" value="92.3%"/>
# of Down Units:	<input type="text" value=""/>	Annual Occupancy:	<input type="text" value="94%"/>
Unit of Measurement:	<input type="text" value="Units"/>	Annual Turnover:	<input type="text" value="41.6%"/>

Property Offers Rent Concessions?  If yes, please describe concessions: /font>

Franchise Name:  Franchise change since last inspection:

Occupied Units Inspected:  Vacant Units Inspected:

Is there any dark space?  Describe:

Is there any down space?  Describe:

This example reflects a **Multifamily** property.

The 'Unit of Measurement' is **Units** for Multifamily Properties.

You should observe the area immediately surrounding the Subject Property and surrounding neighborhoods.

### Neighborhood and Site Comparison Data

Is the area declining or distressed?	<input type="text" value="No"/>		
New construction in the area?	<input type="text" value="Yes, Described Below"/>	Present Use:	Single Family <input type="text" value="40%"/>
Top 2 Major Competitors:			Multifamily <input type="text" value="25%"/>
1. Name or Type:	<input type="text" value="South Bay Shopping Center"/>		Commercial <input type="text" value="25%"/>
Distance:	<input type="text" value="3.5 miles"/>		Industrial <input type="text" value="5%"/>
2. Name or Type:	<input type="text" value="Shoppes at River Woods"/>		Undeveloped <input type="text" value="5%"/>
Distance:	<input type="text" value="5.3 miles"/>		

Describe area, surrounding land use & overall trends:

The suburban area is a mix of older established neighborhoods with some new multifamily properties and retail shopping venues. The subject competes well in the market and is situated near a large residential area. There are several restaurants that draw a large customer base. The market is doing quite well despite the overall downturn in the economy. There is a new grocery store being built across the street from the subject property which is scheduled to open in the fall of 2010.

Your answers in this section should compare the Subject Property to the general area (typically 1 – 3 mile radius).

# Sample Form

Area:  Development:

Growth Rate:  Present Use - %:

Change in Current Use:

New Construction:

Area Trend Appears to be:

Major Competition:

Market Vacancy %:  Average Rent per SF is:

Market Outlook is:  Rental Rates:

Describe Surrounding Area and Land Use: Describe properties to the N/S/E/W, general property types in the area, and neighborhood information. Describe new construction in the area specifying what it is and proximity to subject. Discuss competition including similarities, differences and proximity to subject.

There is no new construction in the area. The competition is similar type single-story commercial office buildings of like construction. They are located 40 feet south and 40 feet east of the property. There is undeveloped land and single family home developments to the west of the property. East of the property there are commercial office buildings, a motel, the freeway and single family homes. To the north of the property there are commercial office buildings, retail strip malls, a bank, a gas station, a convenience store, single family homes, and fast food and full service restaurants. South

Describe the Subject's Competition in the Marketplace and Comment on Market Vacancy/Outlook: Discuss competition including similarities, differences, and distance from subject. Discuss rent concessions at the subject and similar properties in the area. Websites to search for market data include loopnet and google. Please note that you can "google" a city and state for rental market rates.

There are no rent concessions at the property. The rent concessions in the are vary widely but in most cases are being addressed on a case by case basis. The competition is similar type single-story commercial office buildings of like construction. They are located 40 feet south and 40 feet east of the property. The market vacancy has stabilized but is not forecast to improve until the economy begins to recover.

Number of Buildings:  Total Square Feet:

Number of Units:  Vacant Square Feet:

Number of Stories:  Number of Units Occupied:

Number of Parking Spaces:  Owner Occupied:

Number of Elevators:  Central Boilers/HVAC System on Property?

Age:

Discuss the variance between the property vacancy and the market vacancy: If there is a variance between the property vacancy and the market vacancy, explain why and what is being done.

The property is fully occupied. The market vacancy is 21 to 25 percent. The property is performing better than other properties in the surrounding area.

## Occupancy Data

Tenant Base:

Five Largest Commercial Tenants	Expiration	Sq. Ft.	Annual Rent	Rollover
Horizon Realty Group	11/30/2011	5,820	\$86,936.40	<input type="text" value="Yes"/>
Physiotherapy Associates	09/30/2014	5,171	\$89,479.96	<input type="text" value="No"/>
Mary Kay Cosmetics	07/31/2011	2,848	\$46,137.60	<input type="text" value="Yes"/>
Healthcare Business Solutions	11/30/2012	3,320	\$57,372.00	<input type="text" value="No"/>
Pulmonary Solutions, LLC	09/30/2013	4,354	\$73,147.20	<input type="text" value="No"/>