# **VERIFICATION OF PURCHASE PRICE**

CHASE	Dard)	YEARS YEARS YEARS YEARS YEARS	OTHER (Specify) \$ (Value)			TO THE		
DATE OF PURCHASE	APPRAISED VALUE	PAYMENT SCHEDULE TERM PAYMENT SCHEDULE TERM PAYMENT SCHEDULE TERM PAYMENT SCHEDULE TERM	(Value)	□ BROKER	conditions of sale, etc.)	NG INFORMATION, ACCORDING ATEMENT OF ALL THE INCOME A ne Connecticut General Statutes).	DATE	
DOWN PAYMENT \$	APPRAISAL FIRM	INTEREST RATE	FURNITURE? \$ (Value) EQUIPMENT?	URCHASE? (Check One) YES NO DATE LISTED	reasons concerning your purchase (I.e., vacancy,	F FALSE STATEMENT THAT THE FOREGOINN BELIEF, IS A COMPLETE AND TRUE STA	NAME (Print)	TELEPHONE
PURCHASE PRICE \$	% OCCUPANCY AT TIME OF SALE DATE OF LAST APPRAISAL	FIRST MORTGAGE \$ SECOND MORTGAGE \$ CHATTEL MORTGAGE \$ CHATTEL MORTGAGE \$	DID THE PURCHASE PRICE INCLUDE A PAYMENT FOR:	HAS THE PROPERTY BEEN LISTED FOR SALE SINCE YOUR PURCHASE?	Remarks - Please explain any special circumstances or reasons concerning your purchase (I.e., vacancy, conditions of sale, etc.)	I DO HEREBY DECLARE UNDER PENALTIES OF FALSE STATEMENT THAT THE FOREGOING INFORMATION, ACCORDING TO THE BEST OF MY KNOWLEDGE, REMEMBRANCE AND BELIEF, IS A COMPLETE AND TRUE STATEMENT OF ALL THE INCOME AND EXPENSES ATTRIBUTABLE TO THE ABOVE IDENTIFIED PROPERTY (Section 12-63c(d) of the Connecticut General Statutes).	SIGNATURE	тпле

RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2022

### CITY OF HARTFORD 2021

### ANNUAL INCOME AND EXPENSE REPORT



RETURN TO: ASSESSOR'S OFFICE CITY OF HARTFORD 550 MAIN STREET – RM 108 HARTFORD, CT 06103

TEL: (860) 757-9640 EMAIL: assessment@hartford.gov

OWNER OCCUPIED PROPERTIES. If your property is 100% owner-occupied or 100% leased to a related entity, please indicate by checking the box and return to Assessor's office

**FILING INSTRUCTIONS.** The Assessor's Office is preparing for a revaluation of all real property located in Hartford. In order to assess your real property equitably, information regarding the property income and expenses is required. Connecticut General Statutes 12-63c requires all owners of rental real property to annually file this report. **The information filed and furnished with this report will remain confidential and is not open to public inspection.** Any information related to the actual rental and operating expenses shall not be a public record and is not subject to the provisions of Section 1-19 (Freedom of Information) of the Connecticut General Statutes.

### Please complete and return the completed form to the Hartford Assessor's Office on or before June 1, 2022.

In accordance with Section 12-63c(d), of the Connecticut General Statutes, as amended, any owner of rental real property who fails to file this form or files an incomplete or false form with intent to defraud, shall be subject to a penalty assessment equal to a **Ten Percent (10%) increase in the assessed value of such property.** 

GENERAL INSTRUCTIONS. Complete this form for all rented or leased commercial, retail, industrial or combination property. Identify the property and address. Provide Annual information for the calendar year 2021. ESC/CAM/OVERAGE: (Check if applicable). ESCALATION: Amount, in dollars, of adjustment to base rent either pre-set or tied to the inflation index. CAM: Income received from common area charges to tenant for common area maintenance, or other income received for the common area property. OVERAGE: Additional fee of rental income. This is usually based on a percent of sales or income. PARKING: Indicate number of parking spaces and annual rent for each tenant, include spaces or areas leased or rented to a tenant as a concession. SPACES RENTED TWICE: Those rented for daylight hours to one tenant and evening hours to another should be reported under each tenant's name. OPTION PROVISIONS/BASE RENT INCREASE: Indicate the percentage or increment and time period. INTERIOR FINISH: Indicate whether completed by the owner or the tenant and the cost. Complete VERIFICATION OF PURCHASE PRICE information.

WHO SHOULD FILE. All individuals and businesses receiving this form should complete and return this form to the Assessor's Office. All properties that are rented or leased, including commercial, retail, industrial and residential properties, except "such property used for residential purposes, containing not more than six dwelling units and in which the owner resides" must complete this form. If a non-residential property is partially rented and partially owner-occupied this report must be filed. If you have any questions, please call (860) 757-9640.

HOW TO FILE. Each summary page should reflect information for a single property for the year 2021. If you own more than one rental property, a separate report/form must be filed for each property in this jurisdiction. An income and expense report summary page and the appropriate income schedule must be completed for each rental property. Income Schedule A must be filed for apartment rental property and Schedule B must be filed for all other rental properties. A computer printout is acceptable for Schedule A and B, providing all the required information is provided.

RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2022

Complete this Section for Apartment Rental activity only.

BUILDING FEATURES INCLUDED IN	RENT	(Please Check All That Apply)	Heat Fumished Unit	city	es	Б	ا ا		Garbage Disposal	I	Other Specify	
SUBSIDIZED	RENTS (YES/NO)											
MONTHLY RENT	TOTAL											
MONTHI	PER UNIT											
UNIT SIZE	SQ. FT.											
A COUNT	BATHS											
ROOM	D ROOMS											
NO. OF UNITS	RENTED											
NO. O	TOTAL											
E STATE OF THE STA		EFFICIENCY	1 BEDROOM	2 BEDROOM	3 BEDROOM	4 BEDROOM	OTHER RENTABLE UNITS	OWNER/MANAGER/JANITOR OCCUPIED	SUBTOTAL	GARAGE/PARKING	OTHER INCOME (SPECIFY)	TOTALS

### SCHEDULE B - 2021 LESSEE SCHEDULE

Complete this Section for all other rental activities except apartment rental.

NAME OF TENANT	LOCATION OF SPACE	ON	LEASE	LEASE TERM			AA	ANNUAL RENT			PARKING		INTERIOR FINISH	
		STA	START EN	END S	SQ.FT	BASE	ESC/CAM	TOTAL	TOTAL PER	NO. OF	ANNUAL	OWNER	TENANT	COST
							OVERAGE		SQ. FT.	SPACES	RENT			
						1)	(EXCL TAXES)							
TOTALS														

## COPY AND ATTACH IF ADDITIONAL PAGES ARE NEEDED

2021 ANNUAL INCOME AND EXPENSE REPORT SUMMARY

### Other Industrial 6 Number of Parking Spaces 7 Actual Year Built oval / Grounds Mainte Shopping Ctr. 24 Payroll (Except management) 28 Common Area Maintenance **EXPENSES** 8 Year Rem 21 Heating/Air Conditioning 22 Electricity 29 Leasing Fees / Commi 30 Legal and Accounting 31 Elevator Maintena 32 Tenant Improvem 33 General Repairs 23 Water / Sewer 26 Management Mixed Use 27 Insurance 34 Security 35 Snow Rem 25 Supplies Property Name Sq. Ft. Sq. Ft. Retail Office 13 Shopping Center Rentals (From Schedule B) 14 Industrial Rentals (From Schedule B) 9 Apartment Rentals (From Schedule A) 1 Primary Property Use (Check One) (Including Owner-Occupied Space) 10 Office Rentals (From Schedule B) 11 Retail Rentals (From Schedule B) 12 Mixed Rentals (From Schedule B) 15 Other Rentals (From Schedule B) 18 TOTAL POTENTIAL INCOME (Add Line 9 Through Line 17) 19 Loss Due to Vacancy and Credit 20 **EFFECTIVE ANNUAL INCOME** (Line 18 Minus Line 19) INCOME 4 Owner-Occupied Area 2 Gross Building Area 3 Net Leasable Area 5 Number Of Units Mailing Address (if different from front) 16 Parking Rentals City/State/Zip Owner Name

42 Mortgage Payment (Principle and Interest)

40 Capital Expenses 41 Real Estate Taxes

38 TOTAL EXPENSES (Add Lines 21 Through 37)
39 NET OPERATING INCOME (Line 20 Minus Line 38)

36 Other (Specify) 37 Other (Specify)