



# 2022 Apartment Income & Expense Request

VAL\_02  
R: 02/22/2022  
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**Calendar year 2021: Beginning 01/01/2021 and Ending 12/31/2021  
Filing Deadline May 1, 2022**

The Brevard County Property Appraiser is requesting data, as indicated on the other side of this form, to aid in the valuation of this and similar properties. Data submitted as a part of this request is confidential per Section 195.027, F.S.

Failure to submit data in accordance with this request may impede the ability to conduct an effective appeal at the Value Adjustment Board. Section 194.034(1)(h), Florida Statutes states that “no petitioner may present for consideration, nor may a board or special magistrate accept for consideration, testimony, or other evidentiary materials that were requested of the petitioner in writing by the property appraiser of which the petitioner had knowledge and denied to the property appraiser.” Failure to provide this information will be considered a denial of this request.

COVID 19 - In order to consider and adjust for the effects of the COVID 19 pandemic, the property owner or representative must submit 3 years of Profit & Loss Statements, Rent Rolls, and/or QuickBooks Statements (as appropriate).

**Please list capital improvements with their costs and any additional comments by attaching a separate sheet.**

**Do not include depreciation or mortgage interest in expenses.**

In addition to filling out both sides of this form, please attach any additional documentation that would help in our continuing pursuit to assess your property accurately and equitably (recent appraisals, end-of-year statements, etc.).

Email: [valuations@bcpao.us](mailto:valuations@bcpao.us)

DBA: \_\_\_\_\_

Amenities				
Water		Do you receive tax credits for low-income affordable housing, such as LIHTC?	Yes	No
Sewer				
Trash		If you do receive tax credits for low-income affordable housing, please enter the number or the percentage of units that have reduced rental rates.	_____ # / _____ %	
Pest Control				
Cable				
Income (\$)				
Configuration	# of Units		Average Size (sf)	Monthly Rental Rate (\$)
	# Vacant	# Occupied		
Studio/Efficiency				
1 Bed/1 Bath				
2 Bed/1 Bath				
2 Bed/2 Bath				
3 Bed/2 Bath				
Garage rental				
Carport rental				
Other (please explain)				
Annual Income (\$)				
1. Total annual potential gross income				1.
2. Less vacancy				2.
3. Less concessions				3.
4. Less collection loss				4.
5. Equals EGI				5.
6. Plus other income				6.
7. Total annual gross income				7.
Annual Expenses (\$)				
8. Management fees				8.
9. Administrative (including advertising, legal, accounting, etc.)				9.
10. Payroll				10.
11. Electric				11.
12. Water/Sewer				12.
13. Cable				13.
14. Gas (propane or natural)				14.
15. Grounds maintenance (including trash, landscaping, parking lot, etc.)				15.
16. Building maintenance and repairs				16.
17. Reserves for replacement				17.
18. Insurance (not liability, structure only)				18.
19. Real estate taxes				19.
20. Other taxes/fees (please explain)				20.
21. Capital expenses (please explain)				21.
22. Other expenses (please explain)				22.
23. Total annual expenses				23.

Signature \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_