



2010

Annual Income and Expense Report

For questions concerning this Report:
Phone: (203) 574-6888
(203) 574-6821
Fax: (203) 574-6992

FILING INSTRUCTIONS. The Assessor's Office is preparing for revaluation of all real property located in Waterbury. In order to fairly assess your real property, information regarding the property income and expenses is required. Connecticut General Statutes 12-63(c) 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 FOR PUBLIC INSPECTION. Any information related to the actual rental and operating expenses shall not be a public record and is not subjected to the provisions of Section 1-19 (Freedom of Information), of the Connecticut General Statutes.

PLEASE COMPLETE AND RETURN THIS REPORT TO THE ASSESSOR'S OFFICE ON OR BEFORE JUNE 1, 2011. FAILURE TO FILE THIS FORM IN A TIMELY MANNER WILL RESULT IN A PENALTY OF TEN PERCENT (10%) INCREASE IN YOUR PROPERTY ASSESSMENT. You may attach to the completed form, a copy of your 2010 Federal Income Tax Returns, Schedule E (Form 1040) Supplemental Income and Expenses and/or Form 8825, Rental Real Estate Income and Expenses of a Partnership, an S Corporation or Limited Liability Company (LLC) with the Form K-1 attached. You need not provide other tax schedules not related to the rental activity.

IN ACCORDANCE WITH SECTION 12-63c(d) OF THE CONNECTICUT STATUTES, ANY OWNER OF RENTAL PROPERTY WHO FAILS TO FILE THIS FORM OR FILE AN INCOMPLETE OR FALSE FORM WITH THE INTENT TO DEFRAUD, SHALL BE SUBJECT TO A PENALTY ASSESSMENT EQUAL TO A TEN (10%) PERCENT INCREASE IN THE ASSESSED VALUE OF SUCH PROPERTY.

WHO SHOULD FILE. All individuals and businesses receiving this form in the mail should complete and return this form to the Assessor's office. If you believe that you are not required to file this form, please call the number listed above to discuss your special situation. All properties which 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." If a non-residential property is partially rented and partially owner-occupied this report must be filed.

OWNER-OCCUPIED PROPERTIES. If your property is 100% owner occupied, you must report only those income and expense items associated with occupancy of the building and land. Income and expenses relating to your business should not be included in these forms.

HOW TO FILE. Each summary page should reflect information for a single property for the year indicated on the form. **If you own more than one rental property, a separate report 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 print-out is acceptable for Schedules A and B, providing all the required information is provided.

Mail or Hand Deliver Report to:

ASSESSOR'S OFFICE • CITY HALL BLDG • 235 GRAND STREET • WATERBURY CT 06702

RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2011

ANNUAL EXPENSE AND INCOME REPORT SUMMARY

Owner _____
 Mailing Address _____
 City/State/ZIP _____
 Owner Name _____
 Property Address _____
 Parcel ID _____

1 Primary Use of Property (Circle One) A. Apartment B. Office C. Retail D. Mixed Use E. Shopping Center F. Industrial G. Other _____
 2 Gross Building Area (Including Owner Occupied Space) _____ Sq. Ft. 6 Number of Parking Spaces _____
 3 Net Leasable Area _____ Sq. Ft. 7 Building Age (In Years) _____
 4 Owner Occupied _____ Sq. Ft. 8 Year Remodeled _____
 5 Number of Units _____

INCOME

9 Apartment Rentals (Attach Schedule A) _____
 10 Office Rentals (Attach Schedule B) _____
 11 Retail Rental (Attach Schedule B) _____
 12 Mixed Rentals (Attach Schedule B) _____
 13 Shopping Center Rentals (Attach Schedule B) _____
 14 Industrial Rentals (Attach Schedule B) _____
 15 Other Rentals (Attach Schedule B) _____
 16 Parking Rental _____
 17 Other Property Income _____
 18 TOTAL POTENTIAL INCOME (Add Line 9 Through Line 18) _____
 19 Loss Due to Vacancy and Credit _____
 20 EFFECTIVE ANNUAL INCOME (Line 18 minus Line 19) _____

EXPENSES

21 Heating/Air Conditioning _____
 22 Electricity _____
 23 Other Utilities _____
 24 Payroll (Except management, repairs and decorating) _____
 25 Supplies _____
 26 Management _____
 27 Insurance _____
 28 Common Area Maintenance _____
 29 Leasing Fees/Commission s/Advertising _____
 30 Legal and Accounting _____
 31 Elevator Maintenance _____
 32 Other (Specify) _____
 33 _____
 34 _____
 35 _____
 36 _____
 37 Security _____
 38 TOTAL EXPENSES (Add Lines 21 through 37) _____
 39 NET OPERATING INCOME (Line 20 minus Line 38) _____
 40 Capital Expenses _____
 41 Real Estate Taxes _____
 42 Mortgage Payments (Principal and Interest) _____

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VERIFICATION OF PURCHASE PRICE

PURCHASE PRICE \$ _____ DOWN PAYMENT \$ _____ DATE OF PURCHASE _____

	INTEREST RATE	%	PAYMENT SCHEDULE TERM	YEARS
FIRST MORTGAGE	_____	____%	_____	_____
SECOND MORTGAGE	_____	____%	_____	_____
OTHER	_____	____%	_____	_____
CHattel MORTGAGE	_____	____%	_____	_____

(Check One)

Fixed	Variable
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DID THE PURCHASE PRICE INCLUDE A PAYMENT FOR: FURNITURE? \$ _____ (DECLARED VALUE) EQUIPMENT? \$ _____ (DECLARED VALUE)

HAS THE PROPERTY BEEN LISTED FOR SALE SINCE YOUR PURCHASE? (CIRCLE ONE) YES NO

IF YES, LIST THE ASKING PRICE \$ _____ DATE LISTED _____ BROKER _____

REMARKS: (Explain special circumstances or reasons for your purchase.) _____

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 _____ NAME (Print) _____ DATE _____

TITLE _____ TELEPHONE _____

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