



MIKE TWITTY, MAI, CFA
PINELLAS COUNTY PROPERTY APPRAISER

PO Box 1957, Clearwater, FL 33757-1957
www.pcpao.gov (727) 464-3207 confidential@pcpao.gov

Owner Name:

Physical Address:

Mailing Address:

Parcel ID Number:

Property Use Code:

It is the responsibility of the Pinellas County Property Appraiser's Office to annually determine the market value of all property in the county. In order to achieve the greatest possible accuracy in the valuation of income producing properties, this office annually conducts an income and expense survey.

Please submit a year-end 2023 Income and Expense Statement, Rent Roll, and/or other pertinent Operating Statements. The information gathered will be used only by the Property Appraiser's Office and will be kept in strict confidence per *Section 195.027, Florida Statutes*. This information will be analyzed for the identification of market conditions for the year 2023, and will be used to develop typical appraisal parameters and valuation models for your property type.

The requested information may be submitted year-round, however should be received by May 1, 2024 to be considered in the 2024 valuation. If you purchased this property during the last 12 months, please submit information for the period of your ownership, and reference the dates with which your data applies. For your convenience, **confidentially submit your completed data by clicking the button at the end of the form (confidential@pcpao.gov) or mail to the address above.** Note: If you are a tax representative for the property owner, please include an updated letter of authorization.

Your cooperation and prompt attention is greatly appreciated. If you have any questions, please do not hesitate to call us at (727) 464-3207 and ask for your area appraiser.

Sincerely,

A handwritten signature in cursive script that reads "Mike Twitty".

Pinellas County Property Appraiser

RETAIL INCOME AND EXPENSE SURVEY

CONFIDENTIAL Information per F.S. 195.027 For Use By Pinellas County Property Appraiser's Office Only

Single Tenant

Multi Tenant, # of Tenants _____

2023 GROSS INCOME

Income Data for January 1, 2023 thru December 31, 2023

Attach complete Profit & Loss Statement and Rent Roll as of January 1, 2024

IF 100% OWNER OCCUPIED, CONTINUE WITH "OPERATING EXPENSES" BELOW.

Total 2023 Gross Rental Income Collected	\$	
Other Income:		
Real Estate Tax Reimbursement	\$	
Utilities (HVAC, water, sewer) Reimbursement	\$	
Common Area Maintenance	\$	
Other Income (specify) _____	\$	

Total 2023 Actual Income Received \$ _____

2023 OPERATING EXPENSES

Expense Data for January 1, 2023 thru December 31, 2023

Real Estate Taxes	\$	
Administrative	\$	
Management Fees	\$	
Insurance (Building & contents)	\$	
Flood Insurance	\$	
Professional Fees (Accounting, advertising, legal, etc.)	\$	
Utilities (Electric, water, sewer, phone, cable, etc)	\$	
Services (Grounds maintenance, trash, elevator, etc.)	\$	
Repairs & Maintenance (no capital improvements)	\$	
Reserves for Replacements	\$	
Other (specify) _____	\$	

Total 2023 Operating Expenses \$ _____

2023 Net Operating Income (before taxes, capital improvements & debt service) \$ _____

2023 CAPITAL IMPROVEMENTS

Expense Data for January 1, 2023 thru December 31, 2023

Please specify the improvement. Do not include in operating expenses above.

	\$		\$	
	\$		\$	

RETAIL INCOME AND EXPENSE SURVEY, Cont'd

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GENERAL COMMERCIAL PROPERTY

A current rent roll can be attached in lieu of the grid below.

Unit # & Tenant*	Total # Units	Lease Term		Base Rent		Leasable SF Area	Lease Basis**	Pass Thru's & CAM
		Commenced	Expires	Month	Annual			

* Include vacant & owner-occupied space.

** Lease Basis: NNN, NN, N or G

RENTAL APARTMENTS

Apartment Type	Total Number of Units	Annual Lease Rent/Month	Seasonal Lease Rent/Month	Utilities or Services Included in Rent
Efficiency				
One Bedroom				
Two Bedroom				
Three Bedroom				
Four Bedroom				

Please explain any unusual circumstances regarding the property as well as any additional information regarding the CAM & Pass Thru collections.

Has there been, or are there any plans for: construction, removal, remodeling, or sale of the business or improvements?

Prepared by: _____	Title: _____	Date: _____
Signature: _____	Phone: _____	
Please attach additional pages as necessary.		Email: _____

PLEASE RETURN BY MAY 1, 2024