

## I. Rent Roll Report – Tenant Information Toggle

Allows users to collapse in a single click most of the report's columns.

### Toggle on

#### Rent Roll

Expand Report Export  Export  [SHARE](#)

**RENT ROLL** TENANT ROSTER

Show All Metrics  Show % Rent  Show Market Base Rent  Show Remeasured Area  Show Tenant Information  Show Initial Base Rent  Show Non-Contiguous Groups

TENANT INFORMATION										BASE RENT				ADDITIONAL RENT			
Tenant Name	Suite	Floor	Type	Status	Square Feet	Lease Term				Base Rent & Escalations				Free Rent		Reimb. Method	Yr 1 Reimb. Annualized PSF
						Start	End	Ttl Mos	Rmn Mos	Date	Amt/Yr	PSF/Yr	%	Date	%		
▼ Tenant A	5000		Office	Contract	160,000	Jan-01-2009	Dec-31-2018	120	36	Jan-01-2016	\$3,216,000	\$20.10				Tenant A	\$0.61
Tenant A (Option)	5000			Speculative	150,000	Jan-01-2019	Dec-31-2023	60	60	Jan-01-2019	\$3,300,000	\$22.00				Tenant A	
▼ Tenant B	4000		Office	Contract	100,000	Mar-01-2012	Feb-28-2022	120	74	Jan-01-2016	\$2,200,000	\$22.00				Tenants B / C	\$0.05
										Mar-01-2016	\$2,250,000	\$22.50	2.27%				
										Mar-01-2018	\$2,300,000	\$23.00	2.22%				
										Mar-01-2020	\$2,350,000	\$23.50	2.17%				
Tenant C	3001		Office	Contract	100,000	Jun-01-2012	May-31-2022	120	77	Jan-01-2016	\$2,275,000	\$22.75		Jun-01-2019	100.00%	Tenants B / C	\$0.05
Tenant D	1075		Retail	Contract	30,000	Sep-01-2012	Aug-31-2022	120	80	Jan-01-2016	\$420,000	\$14.00				Std NNN Retail	\$9.68
▼ Tenant E	1050		Retail	Contract	10,000	Nov-01-2013	Oct-31-2018	60	34	Jan-01-2016	\$165,000	\$16.50				Std NNN Retail	\$9.68
										Nov-01-2016	\$175,000	\$17.50	6.06%				

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TENANT INFORMATION		BASE RENT				ADDITIONAL RENT		LEASING COSTS				ROLLOVER ASSUMPTIONS			
Tenant Name	Suite	Base Rent & Escalations				Free Rent		Reimb. Method	Yr 1 Reimb. Annualized PSF	TI				At Expiration	Rollover Assigned
		Date	Amt/yr	PSF/yr	%	Date	%			PSF/yr	PSF/yr	%			
▼ Tenant A	5000	Jan-01-2016	\$3,216,000	\$20.10			Tenant A	\$0.61						Option	Std Office MLA
		Jan-01-2017	\$3,360,000	\$21.00	4.48%										
Tenant A (Option)	5000	Jan-01-2019	\$3,300,000	\$22.00			Tenant A		\$5.98	\$3.90	3.00%		Market	Std Office MLA	
▼ Tenant B	4000	Jan-01-2016	\$2,200,000	\$22.00			Tenants B / C	\$0.05					Market	Std Office MLA	
		Mar-01-2016	\$2,250,000	\$22.50	2.27%										
		Mar-01-2018	\$2,300,000	\$23.00	2.22%										
		Mar-01-2020	\$2,350,000	\$23.50	2.17%										
Tenant C	3001	Jan-01-2016	\$2,275,000	\$22.75		Jun-01-2019	100.00%	Tenants B / C	\$0.05				Market	Std Office MLA	
Tenant D	1075	Jan-01-2016	\$420,000	\$14.00				Std NNN Retail	\$9.68				Market	Std Retail MLA	
▼ Tenant E	1050	Jan-01-2016	\$165,000	\$16.50				Std NNN Retail	\$9.68				Market	Std Retail MLA	
		Nov-01-2016	\$175,000	\$17.50	6.06%										

## II. Floor Size – Improved screen

New “Add Floor” button for quick adding of new floors.

Stacking Plan (as of 01/2016 )

FLOOR SIZE FLOOR DETAILS TENANT ASSIGNMENT STACKING PLAN

**ADD FLOOR**

Floor	Area SF	Comment	
-1	50,000		X
0	100,000		X
1	70,000		X
2	70,000		X
3	70,000		X
4	50,000		X
5	50,000		X
6	50,000		X
7	20,000		X
8	20,000		X
9	10,000		X

## III. Income & Expenses

Separated the unit of measure column from the amount column.

Income & Expenses

ADD TO PARENT ADD EXPENSE

MISC. INCOME OPERATING EXPENSES CAPITAL EXPENSES ALL ITEMS

Type	Description	Account	Amount	Unit Of Measure	Frequency	Area	Growth Assumption	Growth Rate	Variable Expense	% Variable	Reimbursable?	Notional Account	
OPER	Parent												X
OPER	Janitorial		\$475,000	\$ amount	Annual	Building Area	Reimbursable ...	2.50 %	On	50.00 %	On	Off	X
OPER	Utilities		\$950,000	\$ amount	Annual	Building Area	Reimbursable ...	2.50 %	On	50.00 %	On	Off	X
OPER	HVAC		\$325,000	\$ amount	Annual	Building Area	Reimbursabl...	2.50 %	Off	0.00 %	On	Off	X
OPER	Repairs & Maintena		\$765,000	\$ amount	Annual	Building Area	Reimbursabl...	2.50 %	Off	0.00 %	On	Off	X
OPER	Landscaping		\$225,000	\$ amount	Annual	Building Area	Reimbursabl...	2.50 %	Off	0.00 %	On	Off	X
OPER	Security		\$450,000	\$ amount	Annual	Building Area	Reimbursabl...	2.50 %	Off	0.00 %	On	Off	X
OPER	Management Fee		4.00%	% of EGR	Monthly	Building Area			Off	0.00 %	On	Off	X
OPER	Insurance		\$580,000	\$ amount	Annual	Building Area	Reimbursabl...	2.50 %	Off	0.00 %	On	Off	X
OPER	Property Taxes		\$660,000	\$ amount	Annual	Building Area	Property Tax...	1.50 %	Off	0.00 %	On	Off	X

## IV. Rent Roll – Rent Steps

Automatic default unit of the unit of measure to \$/SF/Year for values that are under \$1,000 and \$amount for values that are above \$1,000.

**Rent Roll** > Rent Steps X

Start Date	Value	UoM
01/01/2019	500.00	\$/SF/Year <span style="float: right;">X</span>
01/01/2020	2,000	\$ Amount/Year <span style="float: right;">X</span>

**ADD**

Cancel
SAVE