

# Specialized Real Property Management

3341-A Winthrop Ave  
Fort Worth, TX 76116



**SPECIALIZED**  
REAL PROPERTY MANAGEMENT

Sample Owner  
1234 Green Street  
Anytown ST 99999

## OWNER STATEMENT

Period Start Date 10/01/2014  
Period End Date 10/31/2014

Portfolio Summary			
Previous Balance	The Previous balance line indicates your account balance from the time frame before the Period Start Date. This may include your maintenance reserve (Portfolio Minimum) or any amounts not disbursed to you in the previous period.		\$0.00
Income	This is the total income (rent & other charges) received for your property(s).		\$0.00
Expenses	Total expense summary for the property(s), this will include all expenses to the portfolio, except for management fees, which are reported on the next line down.	+	\$2,270.00
Mgmt Fees	Total of management fees paid in the statement period. This may include management fees charged for income received in this month. (e.g. rent paid in December for January's rent).	-	\$500.90
Total		-	\$220.00
Contributions			\$1,549.10
Draws	This line indicates any funds owner sent to be deposited into account to cover any expenses.	+	\$0.00
Ending Balance	Draws are all amounts sent to the owner for income received minus expenses - otherwise known as your disbursement in this period.	-	-\$1,549.10
Portfolio Minimum			\$0.00
Unpaid Bills	The portfolio minimum represents the amount that will be withheld from the portfolio balance when owner draws are issued.	-	\$0.00
Due To Owner			\$65.00
			-\$65.00

## Sample Owner

Income					
Type	Date	Name	Comments	Original Amount	Paid Amount
<b>Total Income for Sample Owner</b>					<b>\$0.00</b>
Expenses					
Type	Date	Name	Comments	Original Amount	Paid Amount
<b>Total Expenses for Sample Owner</b>					<b>\$0.00</b>
<b>Net Operating Income</b>					<b>\$0.00</b>

This section shows income and expenses that are related to the portfolio, but not related specifically to one of the properties.

**Total Net Income**

**\$0.00**

**Equity**

**Owner Draw**

This section lists all owner draws and contributions made during the period.

Check	10/10/2014	Sample Owner	Owner Draw 10/10/2014	\$1,549.10	-\$1,549.10
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**Total Owner Draw**

Owner Draw or Contributions

**-\$1,549.10**

Total Equity for Sample Owner

**-\$1,549.10**

**222 Red Street**

Property 1 - Name

Security

Deposit: \$1,200.00

Property 1 - Total security deposits held for Property 1.

**Income**

Type	Date	Name	Comments	Original Amount	Paid Amount
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**Rental Income**

Charge	10/01/2014	222REDSTREET:Jones, L.	First full month's rent	\$1,200.00	\$1,200.00
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**Total Rental Income**

Total charge amount prior to any payments received. **Note:** If there are multiple payments the "original charge" amount will not decrease as payments are made. It always shows the full amount charged to tenant.

**\$1,200.00**

**Total Income for 222 Red Street**

**\$1,200.00**

This is the amount of each payment being applied to the "original charge" amount.

## Expenses

Property 1 - This section breaks down all expenses paid for the property. This includes all maintenance, HOA, mortgage, owner draws, management fees and other expense.

Type	Date	Name	Comments	Original Amount	Paid Amount
<b>Advertising</b>					
			Total bill amount prior to any payments made.		
Bill	10/10/2014		9/1/2014 - Tenant placement services - SAMP/222RedSt	\$200.00	\$200.00
<b>Total Advertising</b>					<b>\$200.00</b>
<b>Legal and Accounting Fees:Eviction Protection</b>					
Bill	10/10/2014		10/1/2014 - Eviction Protection Program - SAMP/222RedSt	\$12.95	\$12.95
<b>Total Legal and Accounting Fees:Eviction Protection</b>					<b>\$12.95</b>
<b>Management Fee</b>					
Bill	10/10/2014		October Management Fees	\$120.00	\$120.00
<b>Total Management Fee</b>					<b>\$120.00</b>
<b>Maintenance &amp; Repairs: Plumbing</b>					
			This amount will include management fees		
Bill	10/10/2014		9/1/2014 - Install new toilet - SAMP/222RedSt	\$195.00	\$195.00
<b>Total Maintenance &amp; Repairs: Plumbing</b>					<b>\$195.00</b>
<b>Total Expenses for 222 Red Street</b>					<b>\$527.95</b>

**Net Operating Income** ← Property 1 - Total Net Operating Income **\$672.05**

**Total Net Income** ← Property 1 - Total Net Income **\$672.05**

**333 Blue Street** ← Property 2 - Name

Security Deposit: \$1,000.00 ← Property 2 - Total security deposits held for Property 2

**Income**

Type	Date	Name	Comments	Original Amount	Paid Amount
<b>Utilities Reimbursement</b>					
Charge	10/07/2014	333BLUESTREE:Smith, M.	October Utility Reimbursement	\$70.00	\$70.00
<b>Total Fee Income:Utilities Reimbursement</b>					<b>\$70.00</b>
<b>Rental Income</b>					
Charge	10/07/2014	333BLUESTREE:Smith, M.	October Rent	\$1,000.00	\$1,000.00
<b>Total Rental Income</b>					<b>\$1,000.00</b>
<b>Total Income for 333 Blue Street</b>					<b>\$1,070.00</b>

Total charge amount prior to any payments received. **Note:** If there are multiple payments the "original charge" amount will not decrease as payments are made. It always shows the full amount charged to tenant.

**Expenses**

Type	Date	Comments	Original Amount	Paid Amount	
<b>Legal and Accounting Fees:Eviction Protection</b>					
Bill	10/10/2014	10/1/2014 - Eviction Protection Program - SAMP/333BlueSt	\$12.95	\$12.95	
<b>Total Legal and Accounting Fees:Eviction Protection</b>					<b>\$12.95</b>
<b>Grounds Maintenance:Landscaping</b>					
Bill	10/10/2014	10/4/2014 - Fall yard & garden cleanup	\$80.00	\$80.00	
<b>Total Grounds Maintenance:Landscaping</b>					<b>\$80.00</b>
<b>Management Fee</b>					
Bill	10/10/2014	October Management Fees	\$100.00	\$100.00	
<b>Total Management Fee</b>					<b>\$100.00</b>
<b>Total Expenses for 333 Blue Street</b>					<b>\$192.95</b>

This is the amount of each payment being applied to the "original charge" amount.

Property 2 - This section breaks down all expenses paid for the property. This includes all maintenance, HOA, mortgage, owner draws, management fees and other expense.

Total bill amount prior to any payments made.

<b>Net Operating Income</b>					<b>\$877.05</b>
<b>Total Net Income</b>					<b>\$877.05</b>

Property 2 - Total Net Operating Income

Property 2 - Total Net Income

**Unpaid Bills**

Bill Date	Location	Comments	Amount	Paid Amount	Due
10/28/2014	SAMPLEOWNER:222REDSTREET	10/28/2014 - Stove repair - SAMP/222RedSt	\$65.00	\$0.00	\$65.00
<b>Total amount Due</b>					<b>\$65.00</b>

This section shows any invoices that have been received that have not been paid yet.

## Management Fee Calculations

Calculated Date	Description
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	Sample Owner / 222 Red Street: ← <span>Property 1 - Management Fee</span> 10.0% of \$1,200.00 RENT = \$120.00
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10/28/2014	Sample Owner / 333 Blue Street: 10.0% of \$1,000.00 RENT = \$100.00 ← <span>Property 2 - Management Fee</span>
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← This section is a breakdown of all management fees charged