



ASSESSMENT EVALUATIONS, INC.

REAL ESTATE TAX REDUCTION CONSULTANTS
LICENSED REAL ESTATE BROKER

SCHEDULE "B"

Client: _____

Property Address: _____

Folio Number(s): _____

DOCUMENTATION NEEDED (CIRCLED ITEMS)

1. Subject property income/operating expense statement for 2009 (and for 2008 if available).
2. Rent roll as of 1/1/10. Notations of any rental concessions made, so that we may calculate the net effective rents.
3. Square footage information. Breakdown of land, air conditioned improvements, parking, net usable square footage.
4. Conditions which adversely affect the property. Known structural and/or functional defects.
5. Pictures of subject property.
6. Check for \$_____ (1 folio(s) at \$15.00 per folio number filed), made payable to AEI.
7. Recent appraisal, if available.
8. Date of mortgage, current balance, and amount of insurance.
9. Copy of purchase & sale agreement, deed, closing statement and title insurance policy (if recent purchase).
10. Floor/site plan or survey.
11. Rehabilitation expenses - 2009.

6971 W. Sunrise Blvd., Suite 205 ♦ Plantation, FL 33313
Phone: 954-797-7197 ♦ Fax: 954-797-7697

e-mail: aei@gate.net ♦ web: realestatetaxappeals.net