



TAX COMMISSION OF THE CITY OF NEW YORK
1 Centre Street, Room 2400, New York, NY 10007

TC201
2018

INCOME AND EXPENSE SCHEDULE FOR RENT PRODUCING PROPERTY

ATTACH TO AN APPLICATION. TC201 IS NOT VALID IF FILED SEPARATELY. READ TC 201 INSTRUCTIONS BEFORE YOU BEGIN.
 COMPLETE ALL PARTS OF TC 201. ANSWER ALL QUESTIONS MARKED ◆.

ALL INCOME FROM THE PROPERTY, WHATEVER ITS SOURCE, MUST BE REPORTED IN PARTS 6-9 ON PAGE 2.

1. PROPERTY IDENTIFICATION

BOROUGH (Bronx, Brooklyn, Manhattan, Queens or Staten Island)	BLOCK	LOT	REP. TC GROUP NUMBER 5	ASSESSMENT YEAR 2018/19
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a. ◆ If property is a condominium, does this schedule cover all lots listed on Form TC109? _____ (Y/N). If yes, skip section b.

b. ◆ Does this schedule cover more than one tax lot? _____ (Y/N). If yes, state total number of lots _____, and list block and lot numbers:
 Block _____ Lots _____ Block _____ Lots _____
 Block _____ Lots _____ Block _____ Lots _____
 Check if applicable: Additional lots are listed on page _____ All lots are contiguous All lots are operated as a unit
Method of allocating income and expenses (Check one) Square footage Number of units Percentage of income

c. ◆ Does this schedule report occupancy and income for the entire tax lot (or lots)? _____ (Y/N). If no, describe portions not covered and reason for omission: _____

2. CURRENT YEAR REPORTING PERIOD AND ACCOUNTING BASIS

Current year reporting period: From ____/____/____ to ____/____/____ **Accounting basis:** Cash Accrual
 Has the accounting basis changed from the prior reporting period? Yes No

If assessment is \$1,000,000 or more and income exceeds \$100,000, attach accountant's certification TC309. TC309 does not apply to parts 3,4,5 or 10.

3. RESIDENTIAL OCCUPANCY AS OF JANUARY 5, 2018 – Number of dwelling units, rent by type of occupancy.

TYPE OF OCCUPANCY	NUMBER OF UNITS	MONTHLY RENT
RENTED, REGULATED		\$
RENTED, UNREGULATED		\$
OWNER OCCUPIED		\$
VACANT		\$
TOTAL		\$

◆ Does rent reported include all recurring charges, such as parking, subsidies and SCRIE abatements? _____.

4. NONRESIDENTIAL OCCUPANCY AS OF JANUARY 5, 2018 – Approximate gross percent.

FLOOR	APPLICANT OR RELATED	RENTED (UNRELATED)	VACANT	TOTAL
FLOOR 3-_____	%	%	%	%
2 ND FLOOR	%	%	%	%
1 ST FLOOR	%	%	%	%
BASEMENT	%	%	%	%
ENTIRE BUILDING	%	%	%	100%

5. LAND OR BUILDING LEASE INFORMATION AS OF JANUARY 5, 2018

◆ Is the entire tax lot (or lots) or the entire land portion of the tax lot (or lots) subject to an arms-length lease? _____. (Y/N) If YES, complete this Part.

◆ If the Applicant is the lessee, does lessee receive any rental income from the property? _____. (Y/N) If YES, Applicant must complete Parts 6 through 10. If NO, complete this Part if lease information is not reported on Form TC200.

LESSOR	IF NOT OWNER OF RECORD, DESCRIBE RELATION TO PROPERTY
LESSEE	IF NOT APPLICANT, DESCRIBE RELATION TO APPLICANT

Term of lease: from _____ to _____ Annual rent \$ _____

Start date of annual rent stated: _____. End date of annual rent stated _____. End date of lease option: _____.

◆ Does lessor receive any sums in addition to annual rent stated? _____. (Y/N) If yes, state additional sums here: \$ _____

◆ Does lessor pay any of the operating expenses or real estate taxes? _____. (Y/N) If yes, specify: _____

◆ Is the lease a lease of the land portion of the property only? _____. (Y/N).

6. INCOME INFORMATION		BOROUGH/BLOCK/LOT	Prior year	Current year
a. Residential: Regulated				a.
Unregulated				
b. Office				b.
c. Retail (including storefront professional offices, banks, restaurants)				c.
d. Loft				d.
e. Factory				e.
f. Warehouse				f.
g. Storage				g.
h. Garage/parking				h.
SUBTOTAL				
i. Owner-occupied or owner-related space				i.
j. Ancillary Income: 1. Operating escalation				j.
2. Real estate tax escalation				
3. Sale of utility services				
4. Sale of other services				
5. Government rent subsidies				
6. Signage/billboard				
7. Cell towers/ telecommunications equipment				
k. Other (specify)				k.
I. TOTAL GROSS INCOME				l.
7. EXPENSE INFORMATION				
a. Fuel				a.
b. Light and power				b.
c. Cleaning contracts				c.
d. Wages and payroll				d.
e. Repairs and maintenance				e.
f. Management and administration				f.
g. Insurance (annual)				g.
h. Water and sewer				h.
i. Advertising				i.
j. Interior painting and decorating				j.
k. Amortized leasing and tenant improvement costs				k.
l. Miscellaneous expenses (from Part 9)				l.
m. EXPENSES BEFORE REAL ESTATE TAXES (add lines a through l)				m.
n. Real estate taxes (before any abatements)				n.
o. TOTAL EXPENSES (add lines m and n)				o.
8. NET PROFIT (OR LOSS)				
a. Net before real estate taxes (subtract Part 7 line m from Part 6 line l)				a.
b. Net after real estate taxes (subtract Part 7 line o from Part 6 line l)				b.
9. ITEMIZATION OF MISCELLANEOUS EXPENSES				
ITEM		AMOUNT		
10. TENANTS' ELECTRICITY				
◆ Do tenants obtain electricity from the applicant or a related person? _____ ◆ Is there a separate charge in addition to the rent? _____				