



YOUR GREAT SHOPPING CENTER

MANAGEMENT REPORT

AS OF XX/XX/XXXX

Income Statement (Cash)
Your Great Shopping Center
December 2016

	Month to Date	%	Year to Date	%
INCOME				
RENT INCOME				
Rent	39,623.12	0	495,852.44	0
TOTAL RENT INCOME	39,623.12	0	495,852.44	0
EXPENSE REIMBURSEMENT				
Estimated CAM Charges	603.00	0	6,773.00	0
Estimated Insurance	25.00	0	300.00	0
Estimated Property Tax	70.00	0	840.00	0
CAM Reconciliation	0.00	0	55,619.28	0
TOTAL EXPENSE REIMBURSEMENT	698.00	0	63,532.28	0
TOTAL INCOME	40,321.12	0	559,384.72	0
EXPENSES				
DIRECT EXPENSES				
Repairs	0.00	0	2,947.56	0
Groundskeeping	0.00	0	6,600.00	0
Parking Lot Sweeping	0.00	0	8,640.00	0
Parking Lot Striping & Sealing	0.00	0	3,127.00	0
Snow & Ice Removal	0.00	0	10,450.00	0
Property Insurance	116.25	0	7,584.25	0
Property Tax	0.00	0	34,731.09	0
Trash Disposal	105.34	0	1,264.08	0
TOTAL DIRECT EXPENSES	221.59	0	75,343.98	0
GENERAL & ADMINISTRATIVE				
Postage	0.00	0	50.00	0
Non CAM Repairs	412.50	0	25,206.04	0
Legal Fees	0.00	0	125.00	0
Bank Charges and Fees	0.00	0	8.00	0
Financial Service Fee	0.00	0	8,000.00	0
Taxes & Licenses	0.00	0	10,386.00	0
LLC Fees	0.00	0	50.00	0
Commissions Expense	12,600.00	0	12,600.00	0
TOTAL G & A EXPENSE	13,012.50	0	56,425.04	0
DEPR. & AMORT. EXPENSE				
Depreciation Expense	93,176.00	0	93,176.00	0
Amortization Expense	7,257.00	0	7,257.00	0
TOTAL DEPR. & AMORT.	100,433.00	0	100,433.00	0
DEBT EXPENSE				
1st Mortgage Interest	6,925.00	0	93,490.25	0
TOTAL DEBT EXPENSE	6,925.00	0	93,490.25	0
TOTAL EXPENSES	120,592.09	0	325,692.27	0
NET INCOME	-80,270.97	0	233,692.45	0

Balance Sheet (Cash)
Your Great Shopping Center
December 2016

ASSETS

CASH & EQUIVALENTS	
Operating Bank Account	35,655.43
TOTAL CASH	35,655.43

OTHER CURRENT ASSETS

FIXED ASSETS	
Land	756,615.55
Signs	20,727.50
Signs: Accum Depreciation	-20,727.50
Buildings: #1	646,859.59
Buildings: #2	2,774,872.07
Buildings: #3	422,624.84
Accumulated Depreciation	-1,691,916.00

OTHER ASSETS	
Loan Fees	123,163.50
Loan Fees: Accum Amortization	-101,839.00
Lease Costs	33,700.00
Lease Costs: Accum Amortization	-31,999.00
Organization Costs	4,285.00
Organization Costs: Accum Amortization	-4,285.00
Equipment	4,350.00
Equipment: Accum Depreciation	-4,350.00

TOTAL ASSETS	2,967,736.98
---------------------	---------------------

LIABILITIES & CAPITAL

LIABILITIES	
Tenant Security Deposits	7,560.00

LONG TERM LIABILITIES	
Loan - Protective Life #25294	491,276.46
Loan - Protective Life #24712	674,825.36
TOTAL LIABILITIES	1,173,661.82

CAPITAL	
Owner #1: Draws	-161,921.50
Owner #1: Earnings	760,136.84
Owner #1: Investment	181,976.01
Owner #2: Draws	-161,921.49
Owner #2: Earnings	760,136.84
Owner #2: Investment	181,976.01
Retained Earnings	233,692.45
TOTAL CAPITAL	1,794,075.16

TOTAL LIABILITIES & CAPITAL	2,967,736.98
--	---------------------

INTERSTATE
YOUR GREAT CENTER
BUDGET 2016

1/13/2017

INCOME

RENT
PREPAID RENT
ESTIMATED CAM
ESTIMATED INSURANCE
ESTIMATED TAXES
CAM RECONCILIATION 15

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
\$ 39,498.12	\$ 39,498.12	\$ 39,498.12	\$ 41,698.12	\$ 41,698.12	\$ 43,348.12	\$ 39,498.12	\$ 43,348.12	\$ 43,348.12	\$ 47,198.12	\$ 39,623.12	\$ 43,473.12	\$ 39,623.12	\$ 501,852.44
\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ 603.00	\$ (6,463.00)
\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 300.00
\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 840.00
\$ 55,619.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,619.28
\$ 95,815.40	\$ 40,196.12	\$ 40,196.12	\$ 42,396.12	\$ 42,396.12	\$ 44,046.12	\$ 40,196.12	\$ 44,046.12	\$ 44,046.12	\$ 47,896.12	\$ 40,321.12	\$ 37,708.12	\$ 40,321.12	\$ 559,384.72

TOTAL INCOME

EXPENSES

CAM:

PARKING LOT SWEEPING
PARKING LOT RE-STRIPE
GROUNDSKEEPING
REPAIRS
SNOW REMOVAL
PROPERTY TAXES
INSURANCE
TRASH

\$ 720.00	\$ 900.00	\$ 900.00	\$ 720.00	\$ 900.00	\$ 720.00	\$ 720.00	\$ 900.00	\$ 720.00	\$ 720.00	\$ 900.00	\$ 720.00	\$ -	\$ 8,640.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,127.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700.00	\$ 700.00	\$ 1,625.00	\$ 1,300.00	\$ 875.00	\$ 700.00	\$ 700.00	\$ -	\$ 6,600.00
\$ 400.00	\$ 4,650.00	\$ 5,000.00	\$ 400.00	\$ 850.00	\$ 1,107.08	\$ -	\$ -	\$ -	\$ 740.48	\$ -	\$ -	\$ -	\$ 2,947.56
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,450.00
\$ 1,853.50	\$ -	\$ 1,871.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,871.50	\$ -	\$ 34,731.09	\$ 116.25	\$ 34,731.09
\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 105.34	\$ 1,264.08

NON-CAM:

MANAGEMENT FEES
MORTGAGE
REPAIRS
VA TAXES
OTHER
POSTAGE & DELIVERY

\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 9,000.00
\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 34,083.10	\$ 403,997.20
\$ 4,303.33	\$ 374.68	\$ 937.16	\$ -	\$ 17,863.87	\$ -	\$ -	\$ -	\$ 1,514.50	\$ -	\$ -	\$ -	\$ 412.50	\$ 25,205.04
\$ -	\$ -	\$ -	\$ 10,386.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,386.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8.00	\$ 175.00	\$ -	\$ -	\$ -	\$ -	\$ 183.00
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00

TOTAL EXPENSES

ORDINARY INCOME

BEGINNING CASH
Commission

\$ 42,215.27	\$ 40,863.12	\$ 43,467.10	\$ 46,874.44	\$ 54,922.31	\$ 39,337.02	\$ 37,471.44	\$ 37,133.44	\$ 37,133.44	\$ 43,786.92	\$ 36,538.44	\$ 71,089.53	\$ 35,467.19	\$ 529,166.22
\$ 53,600.13	\$ (667.00)	\$ (1,070.98)	\$ (4,478.32)	\$ (10,876.19)	\$ 859.10	\$ 6,574.68	\$ 6,912.68	\$ 6,912.68	\$ 4,109.20	\$ 3,782.68	\$ (83,381.41)	\$ 4,853.93	\$ 30,218.50
\$ 17,036.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,036.93
\$ -	\$ -	\$ (7,200.00)	\$ -	\$ (5,400.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (12,600.00)

NET CASH FLOW

CASH: 01/01/16
JAN - DEC 2016
CASH: 12/31/16

\$ 70,637.06	\$ (667.00)	\$ (8,270.98)	\$ (4,478.32)	\$ (16,276.19)	\$ 859.10	\$ 6,574.68	\$ 6,912.68	\$ 6,912.68	\$ 4,109.20	\$ 3,782.68	\$ (83,381.41)	\$ 4,853.93	\$ 34,655.43
--------------	-------------	---------------	---------------	----------------	-----------	-------------	-------------	-------------	-------------	-------------	----------------	-------------	--------------

NOTES:

NO VACANCY

\$ -
\$ 34,655.43
\$ 34,655.43

Income Register

Your Great shopping Center

Ctrl#Check Num Batch#Chg Num	Date Rcv Chg Date	Post Mnth	A/R Acct	Cash Acct Inc Acct	Payer Ppty	Payer's Name Account Name	Amount	Notes
p_center	Your shopping center							
35012145103680	12/01/16	12/16		1110-0000	t_ckin2c	Check Tenant		
67671	12/10/16		1300-0000	4500-0000		Rent	1,700.00	
67672	12/10/16		1300-0000	5470-0000		Estimated CAM Cha	65.00	
67673	12/10/16		1300-0000	5471-0000		Estimated Insurance	25.00	
67674	12/10/16		1300-0000	5472-0000		Estimated Property	70.00	
							1,860.00	
3501314508	12/01/16	12/16		1110-0000	t_patric	Patrick Tenant		
67676	12/01/16		1300-0000	5470-0000		Estimated CAM Cha	75.00	
67675	12/01/16		1300-0000	4500-0000		Rent	2,250.00	
							2,325.00	
350781397825	12/06/16	12/16		1110-0000	t_groc	Grocery Tenant		
67679	12/10/16		1300-0000	4500-0000		Rent	29,673.12	
350791063	12/06/16	12/16		1110-0000	t_phutam	Pizza Tenant		
67677	12/01/16		1300-0000	4500-0000		Rent	6,000.00	
67678	12/01/16		1300-0000	5470-0000		Estimated CAM Cha	463.00	
							6,463.00	
TOTAL							40,321.12	
Number	Totals By Account		Name		Total			
1110-0000	Operating Bank Account				40,321.12			
4500-0000	Rent				39,623.12			
5470-0000	Estimated CAM Charges				603.00			
5471-0000	Estimated Insurance				25.00			
5472-0000	Estimated Property Tax				70.00			

Expense Register

Your Great shopping Center

Ctrl#Inv Num Batch#Check Num	Inv Date Chk Date	Post Mnth	Due Date A/P Acct	Cash Acct Exp Acct	Payee Ppty	Payee's Name Account Name	Amount	Notes
p_center	your center							
36346413807	12/07/16	12/16	12/07/16	1110-0000	v_ldsinc	Lusk Disposal Servic		Dec.
1197	12/07/16	12/16	2200-0000	6450-0000		Trash Disposal	105.34	
3637524712-1216	12/07/16	12/16	12/07/16	1110-0000	v_fsmc	FSMC Services		Loan # 24712
1195	12/07/16	12/16	2200-0000	2708-0000		Loan - Protective Life	18,305.53	
1195	12/07/16	12/16	2200-0000	8510-0000		1st Mortgage Interest	4,476.47	
							22,782.00	
3637625294-1216	12/07/16	12/16	12/07/16	1110-0000	v_fsmc	FSMC Services		Loan # 25294
1196	12/07/16	12/16	2200-0000	2707-0000		Loan - Protective Life	8,852.55	
1196	12/07/16	12/16	2200-0000	8510-0000		1st Mortgage Interest	2,448.55	
							11,301.10	
36403423211-S	12/14/16	12/16	12/14/16	1110-0000	v_acs	ACS Commercial Ro		Roof repair at Food City
1198-VOI	12/14/16	12/16	2200-0000	7552-0000		Non CAM Repairs	412.50	
1198-VOI	06/20/17	06/17	2200-0000	7552-0000		Non CAM Repairs	-412.50	
1231	06/21/17	06/17	2200-0000	7552-0000		Non CAM Repairs	412.50	
							412.50	
36464851143833-0	12/28/16	12/16	12/28/16	1110-0000	v_nation	Nationwide Insurance		Jan. Policy #ACP CAF 2436377756
1199	12/21/16	12/16	2200-0000	6320-0000		Property Insurance	1,969.75	
TOTAL						36,570.69		
TOTAL UNPAID							0.00	

Account Totals

1110-0000	Operating Bank Account	36,570.69
2707-0000	Loan - Protective Life #25294	8,852.55
2708-0000	Loan - Protective Life #24712	18,305.53
6320-0000	Property Insurance	1,969.75
6450-0000	Trash Disposal	105.34
7552-0000	Non CAM Repairs	412.50
8510-0000	1st Mortgage Interest	6,925.02

Trial Balance (Cash)
Your Great Center
December 2016

		Balance Forward	Debit	Credit	Ending Balance
1110-0000	Operating Bank Account	30,051.50	5,603.93		35,655.43
1610-0000	Land	756,615.55			756,615.55
1640-0000	Signs	20,727.50			20,727.50
1641-0000	Signs: Accum Depreciation	-20,727.50			-20,727.50
1700-0007	Buildings: #1	646,859.59			646,859.59
1703-0000	Buildings: #2	2,774,872.07			2,774,872.07
1704-0000	Buildings: #3	422,624.84			422,624.84
1705-0000	Accumulated Depreciation	-1,598,740.00		93,176.00	-1,691,916.00
1910-0000	Loan Fees	123,163.50			123,163.50
1911-0000	Loan Fees: Accum Amortization	-95,115.00		6,724.00	-101,839.00
1920-0000	Lease Costs	46,300.00		12,600.00	33,700.00
1921-0000	Lease Costs: Accum Amortization	-31,466.00		533.00	-31,999.00
1950-0000	Organization Costs	4,285.00			4,285.00
1950-0001	Organization Costs: Accum Amortizati	-4,285.00			-4,285.00
1973-0000	Equipment	4,350.00			4,350.00
1974-0000	Equipment: Accum Depreciation	-4,350.00			-4,350.00
2250-0000	Tenant Security Deposits	-7,560.00			-7,560.00
2707-0000	Loan - Protective Life #25294	-500,129.01	8,852.55		-491,276.46
2708-0000	Loan - Protective Life #24712	-693,130.91	18,305.55		-674,825.36
3401-0000	Owner #1: Draws	161,921.50			161,921.50
3401-0100	Owner #1: Earnings	-760,136.84			-760,136.84
3401-0200	Owner #1: Investment	-181,976.01			-181,976.01
3402-0000	Owner #2: Draws	161,921.49			161,921.49
3402-0100	Owner #2: Earnings	-760,136.84			-760,136.84
3402-0200	Owner #2: Investment	-181,976.01			-181,976.01
4500-0000	Rent	-456,229.32		39,623.12	-495,852.44
5470-0000	Estimated CAM Charges	-6,170.00		603.00	-6,773.00
5471-0000	Estimated Insurance	-275.00		25.00	-300.00
5472-0000	Estimated Property Tax	-770.00		70.00	-840.00
5480-0000	CAM Reconciliation	-55,619.28			-55,619.28
6210-0000	Repairs	2,947.56			2,947.56
6260-0000	Groundskeeping	6,600.00			6,600.00
6270-0000	Parking Lot Sweeping	8,640.00			8,640.00
6271-0000	Parking Lot Striping & Sealing	3,127.00			3,127.00
6280-0000	Snow & Ice Removal	10,450.00			10,450.00
6320-0000	Property Insurance	7,468.00	116.25		7,584.25
6350-0000	Property Tax	34,731.09			34,731.09
6450-0000	Trash Disposal	1,158.74	105.34		1,264.08
7440-0000	Postage	50.00			50.00
7552-0000	Non CAM Repairs	24,793.54	412.50		25,206.04
7610-0000	Legal Fees	125.00			125.00
7612-0000	Bank Charges and Fees	8.00			8.00
7615-0000	Financial Service Fee	8,000.00			8,000.00
7620-0000	Taxes & Licenses	10,386.00			10,386.00
7630-0000	LLC Fees	50.00			50.00
7900-0000	Commissions Expense	0.00	12,600.00		12,600.00
8150-0000	Depreciation Expense	0.00	93,176.00		93,176.00
8210-0000	Amortization Expense	0.00	7,257.00		7,257.00
8510-0000	1st Mortgage Interest	86,565.25	6,925.00		93,490.25
		0.00	153,354.12	153,354.12	0.00

Delinquent Payment
Your Great shopping Center
As of mm/yy: Dec 2016

Code	Name	Unit	Move In	Amount Receivable	0-30 Days	30-60 Days	60-90 Days	Over 90 Days	Last Pmnt	Pmnt Amt
t_inftime	Infinity Tenant	U_1		0.00	0.00	0.00	0.00	0.00	09/20/18	7,810.00
t_ckin2c	Check Tenant	U_2	07/18/05	0.00	0.00	0.00	0.00	0.00	10/03/18	1,860.00
t_patric	Patrick Tenant	U_3	09/19/01	0.00	0.00	0.00	0.00	0.00	10/01/18	2,325.00
t_ampexb	Pizza Tenant	U_4		0.00	0.00	0.00	0.00	0.00	10/02/18	6,463.00
t_fdcity	Grocery tenant	U_5	04/25/99	0.00	0.00	0.00	0.00	0.00	09/17/18	29,673.12
				0.00	0.00	0.00	0.00	0.00		

**INTERSTATE MANAGEMENT
MASTER SPACE INVENTORY LIST / RENT ROLL**

Your Great Center
Richmond, VA

UPDATED: 12/31/2016

UNIT #	TENANT	LEASE TERM	SQ. FT.	CAM %	\$/SF	RENT	RENT	TAX/INS
1	Dr. Tenant	03/01/16 TO 02/28/26	2,400.0	4.67%	\$ 11.00	\$ 26,400.00	\$ 2,200.00	\$ 130.00 \$ 50.00 \$ 140.00
2	CHECK Tenant	10/01/13 - 09/30/16 10/01/16 - 09/30/19 10/01/19 - 09/30/22	1,200.0	2.34%	\$ 15.75 \$ 17.00 \$ 18.50	\$ 18,900.00 \$ 20,400.00 \$ 22,200.00	\$ 1,575.00 \$ 1,700.00 \$ 1,850.00	\$ 65.00 \$ 25.00 \$ 70.00
3	PIZZA Tenant	07/23/04 TO 07/31/19	3,364.0	6.54%	\$ 21.40	\$ 72,000.00	\$ 6,000.00	\$ 463.00
4	Grocery Tenant	04/25/99 TO 04/24/19 6 5 yr renewals	42,644.0	82.95%	\$ 8.35 \$ 8.60 \$ 8.85 \$ 9.10 \$ 9.35 \$ 9.60 \$ 9.85	\$ 356,077.44 \$ 366,738.40 \$ 377,399.40 \$ 388,060.40 \$ 398,721.40 \$ 409,382.40 \$ 420,043.40	\$ 29,673.12 \$ 30,561.53 \$ 31,449.95 \$ 32,338.37 \$ 33,226.78 \$ 34,115.20 \$ 35,003.62	\$ - CIT ANNUAL
5	DOLLAR Tenant	05/01/16 TO 04/30/26	1,800.0	3.50%	\$ 11.00	\$ 19,800.00	\$ 1,650.00	\$ 97.50 \$ 37.50 \$ 105.00
	GRAND -TOTAL		51,408.0	100.00%	\$	\$ 493,177.44	\$ 41,098.12	\$ 1,183.00

YOUR GREAT SHOPPING CENTER

BANK RECONCILIATION REPORT

AS OF XX/XX/XXXX



INTERSTATE MANAGEMENT L.L.C.



2151 VOLUNTEER PARKWAY, BRISTOL, TENNESSEE 37620
OFFICE PHONE: (423) 968-5971 FAX: (423) 968-3275
WWW.IRA-REALTY.COM

February , 20

Report on Great Shops for the month of _____.

- Visited center on _____, 20__ and made a night visit on _____, 20__ to check lights in parking lot and on pylon sign.
- I walked the vacant spaces to check each space for any new roof leaks. I did not see any signs of any new leaks at this time.
- The vacant spaces still need cleaning. You can't walk in them without knocking down spiders and spider webs.
- Real Estate Agents signs are still in place in each vacant space window. Agents sign is also located on front of center.
- The pylon sign at the corner of Great Shops Rd. is out. I have not called a sign company as of today. I sent an email on _____, 20__ to City Manager asking if we are responsible for this large sign or is this something the city is responsible for. If it is Shops at Great Shops responsibility please let me know so I can have it repaired.
- The new doctor's space is still not opened for business but said they were going to open up one day a week starting in _____.
- Tenants had no complaints at this time.

Thank you,

Property Manager