

REAL ESTATE WORKSHEET

Completed if household has real estate.
Attach required documentation as needed.

Development Name: _____

Applicant/Resident Name: _____ Unit No: _____

Certification Type: Initial Recertification (Effective Date: _____)

Asset Type: Current Disposed of (Disposal Date: _____)

The following is to be completed by management.

Information utilized to determine amounts to be listed on Tenant Income Certification.
(Note: Information disclosed may require additional documentation)

Property Address: _____

Property Owner(s): _____

PART 1 – VALUATION OF REAL ESTATE

		SOURCE/ADDITIONAL INFO	VALUE
A	Current Market Value (Zillow, Trulia, Tax Assessor, etc.)		
B	Cost to sell (8%, if other provide proof)		
C	Mortgage payoff (statement, online printout, etc.)		
D	Net Cash Value (A - B - C = D)		
E	% of ownership		
F	*Total Cash Value (D * E = F)		

*Total Cash Value is listed as an asset on the TIC

PART 2 – RENTAL PROPERTY INCOME

		SOURCE/ADDITIONAL INFO	VALUE
A	Annual Rental Income (Lease Agreement)		
B	Interest next 12-month period (amortization schedule)		
C	Owner Maintenance & Utility Expenses (contracts, invoices, bills, etc.)		
D	Insurance & Taxes (tax bills, insurance contract, etc.)		
E	Net Rental Income (A - B - C - D = E)		
F	% of ownership		
G	*Total Rental Income (E * F = G)		

*Total Rental income is listed as asset income on the TIC

**If a rental business – STOP and have applicant/resident to complete the Self-employment Certification

***Information is annualized for the next 12-month period

