

## NEW FACILITY OPERATING BUDGET PROJECTION (Example)

Square Feet in Building: \_\_\_\_\_

Cost Item	Monthly	Annual	Annual Cost per Square Foot	Assumptions
<b>Section A:</b>				
<b>Mortgage/Taxes/Insurance</b>				
Mortgage/Rent		0		
Property Taxes		0		
Property Insurance		0		
<b>Section A Total:</b>	\$ -	\$ -	\$ -	
<b>Section B: Utilities</b>				
Gas		0		
Electric		0		
Water		0		
<b>Section B Total:</b>	\$ -	\$ -	\$ -	
<b>Section C: Maintenance</b>				
Fire and Safety		0		
Fire Alarm Maintenance		0		
Exterminating		0		
Elevator Maintenance		0		
HVAC Maintenance		0		
Snow Removal		0		
Garbage Removal		0		
Maintenance Repairs		0		
Capital Improvements		0		
Replacements Reserve		0		Approximately 3% of your occupancy costs
Janitorial Supplies		0		
<b>Section A Total:</b>	\$ -	\$ -	\$ -	
<b>Section D: Payroll</b>				
Maintenance Worker		0		
Janitor		0		
Fringe Benefits		0		
<b>Section A Total:</b>	\$ -	\$ -	\$ -	
<b>Section E: Administration</b>				
Management Fee		0		Approximately 4% of your occupancy budget
City Permit Fees		0		
Bank Charges		0		
Miscellaneous		0		
<b>Section A Total:</b>	\$ -	\$ -	\$ -	
<b>Total Building Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	