



SAMPLE MONTHLY STATEMENT

August 10, 2009

Sent Via First Class Mail

James and Mary Smith
1234 Bentley Street
Portland, OR 97205

Regarding: Monthly Statement for Sample Property unit 506

Dear James and Mary,

Enclosed you will find a monthly operating statement for the above referenced property. A status summary is provided below.

Noteworthy Developments this Month

- As you requested, a landscaper attended to the trees behind your property on August 2nd. Photos and a receipt for the work are enclosed.
- There were no other noteworthy occurrences this period.

Noteworthy Dates

- 01/01/2009 - Resident John Doe's lease began.
- 12/15/2009 - The next scheduled property inspection.
- 02/29/2010 - Resident John Doe's current lease expires.

As always, please do not hesitate to call with questions or concerns.

Sincerely,

David Biglen
Owner

Enclosures: 3

cc: Jennifer Lynn (your accountant)

Sample Property unit 506
Owners Monthly Statement
 James and Mary Smith

	Aug '09	Jan - Aug '09
Income		
Application Fee	0.00	35.00
Move-in Fee	0.00	200.00
Other Income	0.00	75.00
Rental Income	<u>1,799.00</u>	<u>14,392.00</u>
Total Income	1,799.00	14,702.00
Expense		
Advertising	0.00	25.00
Homeowner Association	125.00	1,000.00
Lease Fee	0.00	0.00
Management Fee	180.00	1,440.00
Miscellaneous	0.00	0.00
Mortgage Payment	1,350.00	10,800.00
Owner Distribution	144.00	1,317.00
Repairs & Maintenance	0.00	0.00
Telephone	0.00	0.00
Turnover - cleaning	0.00	120.00
Turnover - locks/keys/fabs	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>1,799.00</u>	<u>14,702.00</u>
Net Income	<u>0.00</u>	<u>0.00</u>

08/10/2009

Sample Property unit 506
BALANCE SHEET
James and Mary Smith

	Aug '09
ASSETS	2,499.00
LIABILITIES & EQUITY	
Current Liabilities	
Security Deposits	<u>1,799.00</u>
Total Current Liabilities	<u>1,799.00</u>
Equity	
Owner Reserves	650.00
Net Income	<u>0.00</u>
Total Equity	650.00
TOTAL LIABILITIES & EQUITY	<u>2,449.00</u>