

Printed Name:

CONFIDENTIAL

Assessment Request for Information – Income/Expenses

GENERAL COMMERCIAL/INDUSTRIAL - 2025

Assessment Services Lacombe County, RR 3 Lacombe, AB T4L 2N3 403-782-6601 assessment@lacombecounty.com

DATE OF REQUEST : MAY 1, 2025	RESPONSE DUE: JULY 1, 2025	
Property Owner:	Roll Number :	
Mailing Address :	Property Address :	
Contact Person :	Contact Number :	
Contact e-Mail:	Date Prepared :	

NOTE: We are focusing on the **Net or Base Rent**. Base Rent does NOT include ANY expenses. If you know the monthly Base Rent, please list it under the rent heading **Base/Net** (green shading) below for each tenant &/or area. When rent is not "Net" use the "**Gross/Semi-net**" heading and indicate the expense items included in the rent by placing an "X" beside the monthly cost of each included expense amount.

- If the space is OWNER OCCUPIED, put "Owner" under the Tenant Business name column.
- If the space is VACANT, put "Vacant" under the Tenant Business name column, please indicate the space is being marketed by stating the asking rent.

Tenant Business Name	Space				Lease		Rent		Monthly Expenses (X=\$ in Gross/Semi-net Rent)			
	Unit #	Config Main/Bsmt/Mezz/2+	Type Off/Whse/Retail	Size sq.ft.	Start (mmm-yy)	Expiry (mmm-yy)	Base/ Net	Gross/ Semi-net	Taxes	Building Insurance	Utilities	Repairs/ Maintenance
Example : ABC Co.	101	Main	Warehouse	2560	Jan-20	Jan-25	9.00		\$800	\$600	\$800	\$100
	101	Mezz	Office/Stg	850								
Example : VACANT	102	Main	Warehouse	2560				10.00	X \$600	X \$500	\$800	\$100
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Total Occupied Space :	sq.ft.				Has there been an appraisal within the past 3yrs, if so, how much?							
Total Vacant Space :	sq.ft. Has the property be							ale within the				
Are there any other sources of	income	besides the rent abov	ve? (i.e. parking, :	signage,	etc), if so, fror	n what? how	much?					

This information is collected for property assessment purposes under the *Municipal Government Act Parts* 9-12, specifically s.294(1)(b), s.295(1) and s.295(4). If you have questions about this collection, please contact Lacombe County Assessment Services at 403-782-6601 or assessment Servi

Signature: