

**Developer Pro CANADA
21000 SQ. FT RETAIL CENTER DEVELOPMENT EXAMPLE**

INTRODUCTION

This example uses the Quick Proforma Retail template.

This practice example consists of three Sections;

1. The input information for the project
2. Explanation of Developer special features for carrying out development analysis
3. The instructions for entering the project data

PROJECT INFORMATION

Property Name: Sterling Plaza
 Description: 21 000 Sq. Ft Retail Center
 Building Area: 22,500 Sq. Ft
 Gross Leasable Area: 21,000 Sq. Ft
 Land Area: 80,000 Sq. Ft
 Frontage: 300 Ft

Land & Dev. Costs Folder**Land Costs sub folder**

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Land	\$1,200,000	✓	
Legal Fees	\$12,000		✓
Appraisal Fees	\$8,000		✓

Site Preparation sub folder

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Site Clearing	\$15,000	✓	
Site Servicing Costs	\$85,000	✓	
Miscellaneous Site Costs	\$12,000	✓	

Construction sub folder

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Building	\$85.00 per Unit of Total Building Area	✓	
Parking & Landscaping	\$150,000	✓	
Leasehold Improvement Allow.	\$20.00 per Unit of Total Gross Leasable Area	✓	

Professional Fees sub folder

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Architectural & Engineering	7.00% of Construction and Site Prep. Costs		✓
Engineering	4.00% of Construction and Site Prep. Costs		✓
Mortgage Brokerage Fees	\$65,000		✓

City Fees sub folder

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Permits & Fees	\$47,000		✓
Impact Fees	\$95,000		✓
Property Taxes	\$75,000		✓

Miscellaneous sub folder

Miscellaneous costs

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Miscellaneous Costs	\$25,000	✓	

Contingency Allowance

7.00% of Land, Dev. & Financing Costs

Construction Financing Folder

Equity: \$700,000

Interest Rate: 8.00%

Development Time

Pre-Construction Period: 5 Months

Construction Time: 9 Months

Sales Period: 7 Months

Lease-up Period: 6

Income: 0.50

Operating Expenses: 0.50

Leasing Expenses: 0.50

Selling Expenses Folder

Real Estate Commission

5.00% of Sale Price

Selling Expenses

Marketing & Advertising: \$30,000

Legal Fees: \$25,000

Leasing Fees

Leasing Fee: \$75,000

Income & Expenses folder

Income & Expenses during the Lease-up Period sub folder

Lease-up Period: 6 months

Income

<u>Description</u>	<u>Amount</u>
Rental Income	\$181,000
Recoverable Expenses (TIM's)	\$67,000

Operating Expenses

<u>Description</u>	<u>Amount</u>
Taxes	\$85,000
Insurance	\$16,000
Maintenance	\$8,000
Property Management	\$15,000

Stabilized Income & Expense Statement sub folder

Income

<u>Description</u>	<u>Amount</u>	<u>Vacancy</u>
Rental Income	\$27.00 per Unit of Total Gross Leasable Area per Yr	5.00%
Recoverable Expenses (TIM's)	\$10.00 per Unit of Total Gross Leasable Area per Yr	5.00%

Operating Expenses

<u>Description</u>	<u>Amount</u>
Taxes	\$145,000
Insurance	\$18,000
Maintenance	\$2.00 per Unit of Total Gross Leasable Area per Yr
Property Management	5.00% of Effective Gross Income

Permanent Financing Folder

Loan/Value Ratio: 75.00%

Debt Service Ratio: 1.25

Mortgage Details

Nominal Annual Interest Rate: 6.750%

Amortization Period (Years): 25

Mortgage Settings

Payment Frequency: Monthly

Payment Made At: End of Period

Compounding Frequency: Semi-Annually

Sales Folder

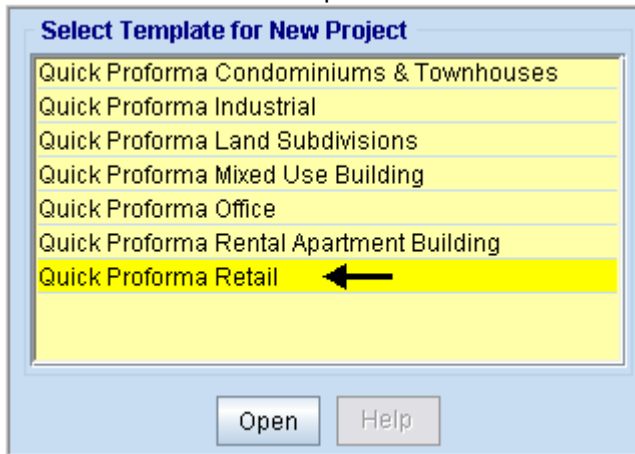
<u>Description</u>	<u>Entry</u>
Sale	7.50% Cap Rate

INSTRUCTIONS FOR ENTERING THE PROJECT INTO DEVELOPER PRO

Getting started

The first step is to open the Developer Pro Template “Quick Proforma Retail” as follows:

1. Open Developer Pro.
2. Select the Investit Templates folder

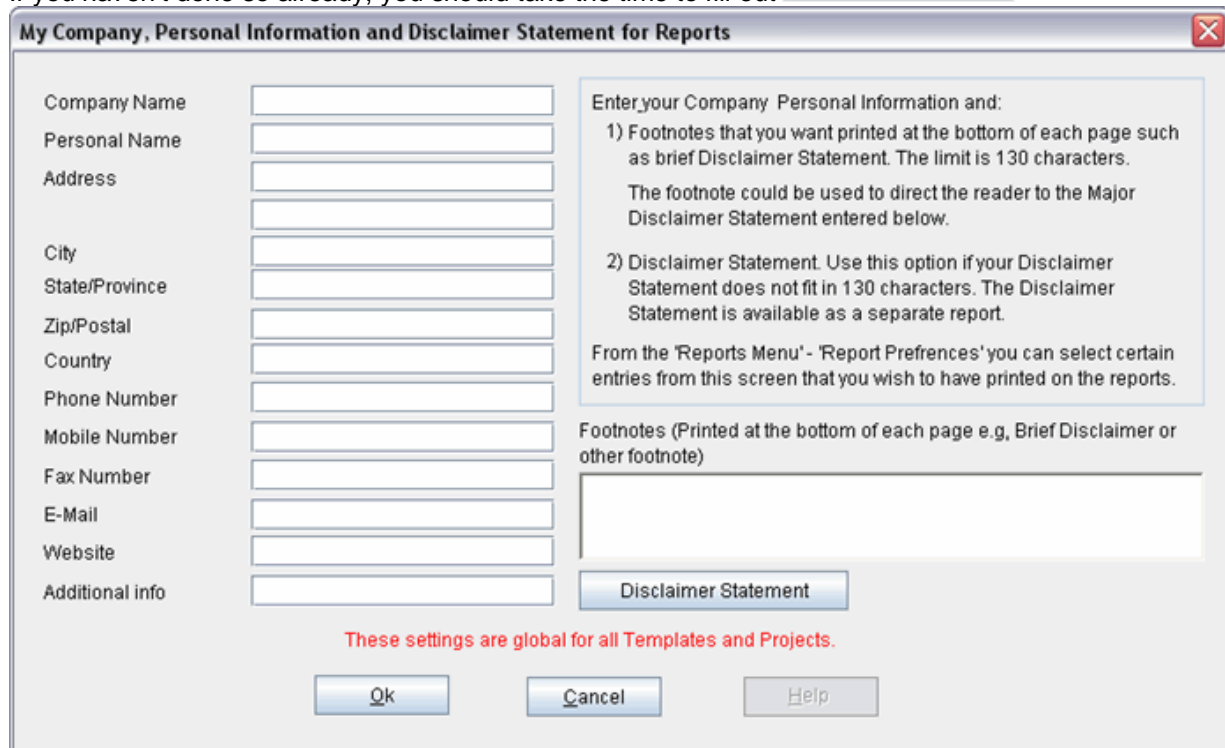


3. Select and open the Investit template “Quick Proforma Retail”

Entering the project data and information

If you haven't done so already, you should take the time to fill out

My Company Info.



My Company, Personal Information and Disclaimer Statement for Reports

Company Name

Personal Name

Address

City

State/Province

Zip/Postal

Country

Phone Number

Mobile Number

Fax Number

E-Mail

Website

Additional info

Enter your Company Personal Information and:

1) Footnotes that you want printed at the bottom of each page such as brief Disclaimer Statement. The limit is 130 characters. The footnote could be used to direct the reader to the Major Disclaimer Statement entered below.

2) Disclaimer Statement. Use this option if your Disclaimer Statement does not fit in 130 characters. The Disclaimer Statement is available as a separate report.

From the 'Reports Menu' - 'Report Preferences' you can select certain entries from this screen that you wish to have printed on the reports.

Footnotes (Printed at the bottom of each page e.g, Brief Disclaimer or other footnote)

Disclaimer Statement

These settings are global for all Templates and Projects.

Note the sentence in red

PROJECT INFO Folder

1. Enter the Property Name: Sterling Plaza
2. Enter Description: 21000 Sq. Ft Retail Center
3. Enter Building Area: 22,500 Sq. Ft
4. Enter Gross Leasable Area: 21,000 Sq. Ft
5. Enter Land Area: 80,000 Sq. Ft
6. Enter Frontage: 300 Ft

The Project Info screen should look like this;

The screenshot shows the 'Developer Pro - Quick Proforma Retail Pro' application window. The 'Project Info' tab is active. The 'Report Headers' section has 'Property Name' set to 'Sterling Plaza' and 'Description' set to '21 000 Sq. Ft Retail Center'. The 'Building' section has 'Building Area' set to '22,500 Sq. Ft' and 'Gross Leaseable Area (GLA)' set to '21,000 Sq. Ft'. The 'Land' section has 'Land Area' set to '80,000 Sq. Ft' and 'Frontage' set to '300 Ft'. Arrows indicate the input fields for these values. The bottom status bar shows 'Template: Quick Proforma Retail'.

LAND & DEV. COSTS folder

Land Costs sub folder

<u>Description</u>	<u>Amount</u>	<u>Hard Cost</u>	<u>Soft Cost</u>
Land	\$1,200,000	✓	
Legal Fees	\$12,000		✓
Appraisal Fees	\$8,000		✓

The Land Costs sub folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation Construction Professional Fees City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Land	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 0
Legal Fees	Amount	—	<input type="radio"/> <input checked="" type="radio"/>	\$ 0

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Instructions for entering the Land Costs

1. Select row with Description 'Land'
2. Enter the Amount: \$1,200,000
3. Select row with Description 'Legal Fees'
4. Enter the Amount: \$12,000
5. Select row with Description 'Appraisal Fees'
6. Enter the Amount: \$8,000

The Land Costs sub folder should now look like this;

Developer Pro - Quick Proforma Retail Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation Construction Professional Fees City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Land	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 1,200,000
Legal Fees	Amount	—	<input type="radio"/> <input checked="" type="radio"/>	\$ 12,000
Appraisal Fees	Amount	—	<input type="radio"/> <input checked="" type="radio"/>	\$ 8,000

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Click on the Site Preparation tab to go to the Site Preparation sub folder

Site Preparation sub folder

Description	Amount	Hard Cost	Soft Cost
Site Clearing	\$15,000	✓	
Site Servicing Costs	\$85,000	✓	
Miscellaneous Site Costs	\$12,000	✓	

The Site Preparation sub folder should look like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs **Site Preparation** Construction Professional Fees City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Site Clearing	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 0
Site Servicing Costs	Amount	—	<input type="radio"/> <input checked="" type="radio"/>	\$ 0
Miscellaneous Site Costs	Amount	—	<input type="radio"/> <input checked="" type="radio"/>	\$ 0

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Instructions for entering the Site Preparation

1. Select row with Description 'Site Clearing'
2. Enter the Amount: \$15,000
3. Select row with Description 'Site Servicing Costs'
4. Enter the Amount: \$85,000
5. Select row with Description 'Miscellaneous Site Costs'
6. Enter the Amount: \$12,000

The Site Preparation sub folder should now look like this;

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Site Clearing	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 15,000
Site Servicing Costs	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 85,000
Miscellaneous Site Costs	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 12,000

Click on the Construction tab to go to the Construction sub folder

Construction sub folder

Description	Amount	Hard Cost	Soft Cost
Building	\$85.00 per Unit of Total Building Area	✓	
Parking & Landscaping	\$150,000	✓	
Leasehold Improvement Allow.	\$20.00 per Unit of Total Gross Leasable Area	✓	

The Construction sub folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation **Construction** Professional Fees City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Building	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 0
Parking	\$ per Parking Space	0	<input checked="" type="radio"/> <input type="radio"/>	\$ 0.00

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Steps for entering the Construction Costs

1. Select row with Description 'Building'
2. Select Entry Choice: "\$ per Unit of Total Building Area"
3. Enter the Amount: \$85.00
4. Select row with Description 'Parking'
5. Enter Description "Parking & Landscaping"
6. Enter the Amount: \$150,000
7. Click on the **Add** button to add a new row
8. Enter Description "Leasehold Improvement Allow."
9. Select the Entry Choice "\$ per Unit of Gross Leasable Area"
10. Enter the Amount: \$20.00

The Construction folder should now look like this;

Developer Pro - Quick Proforma Retail Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation **Construction** Professional Fees City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Building	\$ per Unit of Total Building Area	22,500	<input checked="" type="radio"/> <input type="radio"/>	\$ 85.00
Parking & Landscaping	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 150,000
Leasehold Improvement Allow.	\$ per Unit of Total Gross Leasable Area	21,000	<input checked="" type="radio"/> <input type="radio"/>	\$ 20.00

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Click on the Professional Fees tab to go to the Professional Fees sub folder

Professional Fees sub folder

Description	Amount	Hard Cost	Soft Cost
Architectural & Engineering	7.00% of Construction and Site Prep. Costs		✓
Engineering	4.00% of Construction and Site Prep. Costs		✓
Mortgage Brokerage Fees	\$65,000		✓

The Professional Fees sub folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation Construction **Professional Fees** City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Architectural & Engineering	% of Construction & Site Prep. Costs	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	0.00%
Project Management Fees	% of Construction & Site Prep. Costs	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	0.00%
Mortgage Brokerage Fees	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0
Legal Fees	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Steps for entering the Professional Fees

1. Select row with Description 'Architectural & Engineering'
2. Enter the Amount: 7.00%
3. Select row with Description 'Project Management Fees'
4. Enter the Amount: 4.00%
5. Select row with Description 'Mortgage Brokerage Fees'
6. Enter the Amount: \$65,000
7. Select row with Description 'Legal Fees'
8. Click on the **Delete** button

The Professional Fees sub folder should look like this;

Developer Pro - Quick Proforma Retail Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation Construction **Professional Fees** City Fees Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Architectural & Engineering	% of Construction & Site Prep. Costs	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	7.00%
Project Management Fees	% of Construction & Site Prep. Costs	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	4.00%
Mortgage Brokerage Fees	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 65,000

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Click on the City Fees tab to go to the City Fees sub folder

City Fees sub folder

Description	Amount	Hard Cost	Soft Cost
Permits & Fees	\$47,000		✓
Impact Fees	\$95,000		✓
Property Taxes	\$75,000		✓

The City Fees sub folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. **Land & Dev. Costs** Construction Financing Selling Expenses Income & Expenses Permanent Financing Sale

Land Costs Site Preparation Construction Professional Fees **City Fees** Miscellaneous Contingency

Costs

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Permits & Fees	Amount	1	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0
Impact Fees	Amount	1	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0
Property Taxes	Amount	1	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0

Add Insert Delete

Edit Tabs... Comments

Template: Quick Proforma Retail

Steps for entering the City Fees

1. Select row with Description 'Permits & Fees'
2. Enter the Amount: \$47,000
3. Select row with Description 'Impact Fees'
4. Enter the Amount: \$95,000
5. Select row with Description 'Property Taxes'
6. Enter the Amount: \$75,000

The City Fees sub folder should look like this;

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Permits & Fees	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 47,000
Impact Fees	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 95,000
Property Taxes	Amount	—	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 75,000

Click on the Miscellaneous tab to go the Miscellaneous sub folder

Miscellaneous sub folder

Description	Amount	Hard Cost	Soft Cost
Miscellaneous Costs	\$25,000	✓	

The Miscellaneous sub folder should appear like this;

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Miscellaneous Dev. Costs	\$ per Unit of Total Building Area	0	<input type="radio"/> Hard <input checked="" type="radio"/> Soft	\$ 0.00

Steps for entering the Miscellaneous

1. Select row with Description 'Miscellaneous costs'
2. Select Entry Choice 'Amount'
3. Enter the Amount: \$25,000

The Miscellaneous sub folder should now look like this;

The screenshot shows the 'Developer Pro - Quick Proforma Retail Pro' window. The 'Land & Dev. Costs' tab is selected, and the 'Miscellaneous' sub folder is active. The 'Costs' table is displayed with the following data:

Description	Entry Choice	Qty	Costs Hard Soft	Amount
Miscellaneous Dev. Costs	Amount	—	<input checked="" type="radio"/> <input type="radio"/>	\$ 25,000

Buttons for 'Add', 'Insert', and 'Delete' are located below the table. The 'Comments' button is at the bottom right. The status bar at the bottom indicates 'Template: Quick Proforma Retail'.

Click on the Contingency tab to go to the Contingency sub folder

Contingency Allowance

7.00% of Land, Dev. & Financing Costs

The Contingency sub folder should appear like this;

The screenshot shows the 'Developer Pro - Untitled Project Pro' window. The 'Contingency' sub folder is active. The 'Contingency Allowance' section is displayed with the following settings:

% of Land, Dev. & Financing Costs:

Buttons for 'Edit Tabs...' and 'Comments' are located at the bottom. The status bar at the bottom indicates 'Template: Quick Proforma Retail'.

Steps for entering the Contingency

1. Enter the Amount: 7.00%

The Contingency folder should now appear like this;

The screenshot shows the 'Developer Pro - Quick Proforma Retail Pro' application window. The menu bar includes File, Edit, Reports, Tools, Utilities, Investit, and Help. Below the menu bar are several tabs: My Company Info., Property Info., Client Info., Goal Seeking, and Notes. A second row of tabs includes Project Info., Land & Dev. Costs (which is currently selected), Construction Financing, Selling Expenses, Income & Expenses, Permanent Financing, and Sale. A third row of sub-tabs is visible under 'Land & Dev. Costs', including Land Costs, Site Preparation, Construction, Professional Fees, City Fees, Miscellaneous, and Contingency (which is currently selected). The main content area displays the 'Contingency Allowance' section with a dropdown menu set to '% of Land, Dev. & Financing Costs' and a text input field containing '7.00%'. At the bottom of the window, there are buttons for 'Edit Tabs...' and 'Comments', and a status bar indicating 'Template: Quick Proforma Retail'.

Click on the Construction Financing tab to go to the Construction Financing Folder

CONSTRUCTION FINANCING FOLDER

Equity: \$700,000

Interest Rate: 8.00%

Development Time

Pre-Construction Period: 5 Months

Construction Time: 9 Months

Sales Period: 7 Months

Lease-up Period: 6

Income: 0.50

Operating Expenses: 0.50

Leasing Expenses: 0.50

The Construction Financing Folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Activation Help

My Company Info. Property Info. Client Info. Goal Seeking

Project Info. Land & Dev. Costs **Construction Financing** Selling Expenses Income & Expenses Permanent Financing Sale

Equity
Amount

Financing
Construction Loan. Interest Rate

Development Time (in Months)
Pre-Construction Period
Construction Time
Sales Period
Lease-up Period

Financing Adjustment Factors
Equity Adjustment

Construction Loan

Description	Amount
Land Costs	1.00
Site Preparation	0.75
Construction	0.50
Professional Fees	0.75
City Fees	0.75
Miscellaneous	0.50
Selling Expenses	0.50
Sales Period	1.00
Lease Up Period	1.00

Lease-up Period
Income
Operating Expenses
Leasing Fees

Reset Comments

Template: Quick Proforma Retail

Steps for entering the Construction Financing

1. Enter the Equity Amount: \$700,000
2. Enter the Construction Loan. Interest Rate: 8.00%
3. Enter the Pre-Construction Period: 5 Months
4. Enter the Construction Time: 9 Months
5. Enter the Sales Period: 7 Months
6. Enter the Lease-up Period: 6 Months

7. Enter the Lease-up Period:
 Income: 0.50
 Operating Expenses: 0.50
 Leasing Fees: 0.50

The Construction Financing Folder should look like this;

Developer Pro - Quick Proforma Retail Pro

File Edit Reports Tools Utilities Investit Activation Help

My Company Info. Property Info. Client Info. Goal Seeking

Project Info. Land & Dev. Costs **Construction Financing** Selling Expenses Income & Expenses Permanent Financing Sale

Equity
 Amount: \$ 700,000

Financing
 Construction Loan. Interest Rate: 8.000%

Financing Adjustment Factors
 Equity Adjustment: 1.00

Construction Loan

Description	Amount
Land Costs	1.00
Site Preparation	0.75
Construction	0.50
Professional Fees	0.75
City Fees	0.75
Miscellaneous	0.50
Selling Expenses	0.50
Sales Period	1.00
Lease Up Period	1.00

Development Time (in Months)
 Pre-Construction Period: 5
 Construction Time: 9
 Sales Period: 7
 Lease-up Period: 6

Lease-up Period
 Income: 0.50
 Operating Expenses: 0.50
 Leasing Fees: 0.50

Reset Comments

Template: Quick Proforma Retail

Click on the Selling Expenses tab to go to the Selling Expenses folder

SELLING EXPENSES Folder

Real Estate Commission
 5.00% of Sale Price

Selling Expenses
 Marketing & Advertising: \$30,000
 Legal Fees: \$25,000

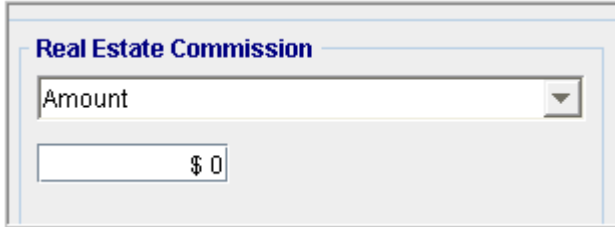
Leasing Fees

Leasing Fee: \$75,000

Real Estate Commission

5.00% of Sale Price

The Real Estate Commission should appear like this;



The screenshot shows a window titled "Real Estate Commission". Inside, there is a dropdown menu currently set to "Amount". Below the dropdown is a text input field containing "\$ 0".

Entering the Real Estate Commission

1. Select "Fixed % of Sale Price" from the scroll down menu
2. Enter the Amount: 5.00%

The Real Estate Commission should now look like this;



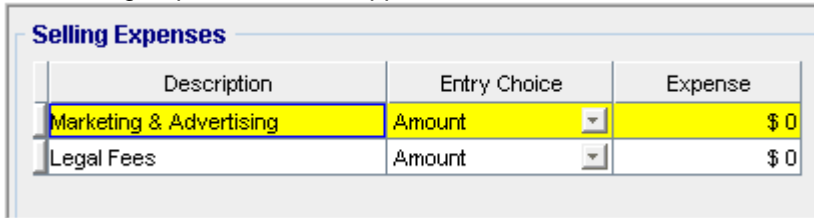
The screenshot shows the same "Real Estate Commission" window. The dropdown menu is now set to "Fixed % of Sale Price", and the text input field below it contains "5.00%".

Selling Expenses

Marketing & Advertising: \$30,000

Legal Fees: \$25,000

The Selling Expenses should appear like this;



The screenshot shows a window titled "Selling Expenses" containing a table with three columns: "Description", "Entry Choice", and "Expense".

Description	Entry Choice	Expense
Marketing & Advertising	Amount	\$ 0
Legal Fees	Amount	\$ 0

Entering the Selling Expenses

1. Select row 1 'Marketing & Advertising'
2. Enter Expense: \$25,000
3. Select row 2: 'Legal Fees'
4. Enter Expense: \$25,000

The Selling Expenses should now appear like this;

Selling Expenses		
Description	Entry Choice	Expense
Marketing & Advertising	Amount	\$ 30,000
Legal fees	Amount	\$ 25,000

Leasing Fees

Leasing Fee: \$75,000

The Leasing Fees should appear like this;

Leasing Fees			
Description	Entry Choice	Qty	Amount
Leasing Fees	Amount	—	\$ 0

Enter Amount: \$75,000

The Leasing Fees should now look like this;

Leasing Fees			
Description	Entry Choice	Qty	Amount
Leasing Fees	Amount	—	\$ 75,000

Click on the Income & Expenses tab to go to the Income & Expenses folder

INCOME & EXPENSES folder

Income & Expenses during the Lease-up Period sub folder

Lease-up Period: 6 months

Income

Description	Amount
Rental Income	\$181,000
Recoverable Expenses (TIM's)	\$67,000

Operating Expenses

Description	Amount
Taxes	\$85,000
Insurance	\$16,000
Maintenance	\$8,000
Property Management	\$15,000

Note: The Lease-up Period should already show 6 months from entering the Lease-up period into the Construction Financing Folder.

Income

<u>Description</u>	<u>Amount</u>
Rental Income	\$181,000
Recoverable Expenses (TIM's)	\$67,000

The Income should appear like this;

Income

Description	Amount
Rental Income	\$ 0
Recoverable Expenses (TIM's)	\$ 0

Add Insert Delete

1. Select row with Description 'Rental Income'
2. Enter Amount: \$181,000
3. Select row with Description 'Recoverable Expenses (TIM's)'
4. Enter Amount: \$67,000

The Income should now look like this;

Income

Description	Amount
Rental Income	\$ 181,000
Recoverable Expenses (TIM's)	\$ 67,000

Add Insert Delete

Operating Expenses

<u>Description</u>	<u>Amount</u>
Taxes	\$85,000
Insurance	\$16,000
Maintenance	\$8,000
Property Management	\$15,000

The Operating Expenses should appear like this;

Operating Expenses

Description	Amount
Taxes	\$ 0
Insurance	\$ 0
Maintenance	\$ 0
Property Management	\$ 0

Add Insert Delete

1. Select row with Description 'Taxes'
2. Enter Amount: \$85,000

3. Select row with Description 'Insurance'
4. Enter Amount: \$16,000
5. Select row with Description 'Maintenance'
6. Enter Amount: \$8,000

7. Select row with Description 'Property Management'
8. Enter Amount: \$15,000

The Operating Expenses should now look like this;

Operating Expenses	
Description	Amount
Taxes	\$ 85,000
Insurance	\$ 16,000
Maintenance	\$ 8,000
Property Management	\$ 15,000

Add Insert Delete

Click on the Stabilized Income & Expense Statement tab to go to the Stabilized Income & Expense Statement sub folder

Stabilized Income & Expense Statement sub folder

Income

<u>Description</u>	<u>Amount</u>	<u>Vacancy</u>
Rental Income	\$27.00 per Unit of Total Gross Leasable Area per Yr	5.00%
Recoverable Expenses (TIM's)	\$10.00 per Unit of Total Gross Leasable Area per Yr	5.00%

Operating Expenses

<u>Description</u>	<u>Amount</u>
Taxes	\$145,000
Insurance	\$18,000
Maintenance	\$2.00 per Unit of Total Gross Leasable Area per Yr
Property Management	5.00% of Effective Gross Income

Income

<u>Description</u>	<u>Amount</u>	<u>Vacancy</u>
Rental Income	\$27.00 per Unit of Total Gross Leasable Area per Yr	5.00%
Recoverable Expenses (TIM's)	\$10.00 per Unit of Total Gross Leasable Area per Yr	5.00%

The Income should appear like this;

Tenancy Description	Income Entry Choice	Qty	Amount	Vac. and Bad Debt Allow.
Rental Income	\$ per Unit of Total Gross Leasable Area per Yr	0	\$ 0.00	0.00%
Parking	\$ per Space per Mo	0	\$ 0.00	0.00%
Recoverable Expenses (TIM's)	\$ per Unit of Total Gross Leasable Area per Mo	0	\$ 0.00	0.00%

1. Select row with Description 'Rental Income'
2. Enter Amount: \$27.00
3. Enter the 'Vac. And Bad Debt Allow.': 5.00%
4. Select row with Description 'Parking'
5. Press the button
6. Select row with Description 'Recoverable Expenses (TIM's)'
7. Select Entry Choice: '\$ per Unit of Total Gross Leasable Area per Yr'
8. Enter Amount: \$10.00
9. Enter the 'Vac. And Bad Debt Allow.': 5.00%

The Income should now look like this;

Tenancy Description	Income Entry Choice	Qty	Amount	Vac. and Bad Debt Allow.
Rental Income	\$ per Unit of Total Gross Leasable Area per Yr	21,000	\$ 27.00	5.00%
Recoverable Expenses (TIM's)	\$ per Unit of Total Gross Leasable Area per Yr	21,000	\$ 10.00	5.00%

Operating Expenses

Description	Amount
Taxes	\$145,000
Insurance	\$18,000
Maintenance	\$2.00 per Unit of Total Gross Leasable Area per Yr
Property Management	5.00% of Effective Gross Income

The Operating Expenses should appear like this;

Expenses Paid for by the Landlord	Expense Entry Choice	Qty	Amount
Taxes	Amount	—	\$ 0
Insurance	Amount	—	\$ 0
Maintenance	Amount	—	\$ 0
Property Management	% of Effective Gross Income	—	0.00%

1. Select row with Description 'Taxes'

2. Enter Amount: \$145,000
3. Select row with Description 'Insurance'
4. Enter Amount: \$18,000
5. Select row with Description 'Maintenance'
6. Select Entry Choice: '\$ per Unit of Total Gross Leasable Area per Yr'
7. Enter Amount: \$2.00
8. Select row with Description 'Property Management'
9. Enter Amount: 5.00%

The Operating Expenses should now look like this;

Operating Expenses			
Expenses Paid for by the Landlord	Expense Entry Choice	Qty	Amount
Taxes	Amount	—	\$ 145,000
Insurance	Amount	—	\$ 18,000
Maintenance	\$ per Unit of Total Gross Leasable Area per Yr	21,000	\$ 2.00
Property Management	% of Effective Gross Income	—	5.00%

Click on the Permanent Financing tab to go to the Permanent Financing folder

PERMANENT FINANCING Folder

Loan/Value Ratio: 75.00%

Debt Service Ratio: 1.25

Mortgage Details

Nominal Annual Interest Rate: 6.750%

Amortization Period (Years): 25

Mortgage Settings

Payment Frequency: Monthly

Payment Made At: End of Period

Compounding Frequency: Semi-annually

The Permanent Financing Folder should look like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilites Investit Activation Help

My Company Info. Property Info. Client Info. Goal Seeking

Project Info. Land & Dev. Costs Construction Financing Selling Expenses Income & Expenses **Permanent Financing** Sale

Loan/Value Ratio

Debt Service Ratio

Mortgage Details

Nominal Annual Interest Rate

Amortization Period (Years)

Mortgage Settings

Payment Frequency

Payment made at

Compounding Frequency

Reset Comments

Template: Quick Proforma Retail

1. Enter the Loan/Value Ratio: 75.00%
2. Enter the Debt Service Ratio: 1.25
3. Enter the Nominal Annual Interest Rate: 6.750%
4. Enter the Amortization Period (Years): 25

The Permanent Financing folder should now look like this;

Developer Pro - Quick Proforma Retail Pro

File Edit Reports Tools Utilities Investit Activation Help

My Company Info. Property Info. Client Info. Goal Seeking

Project Info. Land & Dev. Costs Construction Financing Selling Expenses Income & Expenses **Permanent Financing** Sale

Loan/Value Ratio 75.00%

Debt Service Ratio 1.25

Mortgage Details

Nominal Annual Interest Rate 6.750%

Amortization Period (Years) 25

Mortgage Settings

Payment Frequency Monthly

Payment made at End of Period

Compounding Frequency Semi-annually

Reset Comments

Template: Quick Proforma Retail

Click on the Sale tab to go to the Sale folder

SALES Folder

<u>Description</u>	<u>Entry</u>
Sale	7.50% Cap Rate

The Sale folder should appear like this;

Developer Pro - Untitled Project Pro

File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. Land & Dev. Costs Construction Financing Selling Expenses Income & Expenses Permanent Financing **Sale**

Sale Price

Description	Sale Price Based on	Cap Rate	Amount	Sale Price
Sale	Cap Rate	0.00%		\$ 0

Comments

Template: Quick Proforma Retail

Steps for entering the Sale

1. Select Cap Rate: 7.50%

The Unit Sales folder should now look like this;

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File Edit Reports Tools Utilities Investit Help

My Company Info. Property Info. Client Info. Goal Seeking Notes

Project Info. Land & Dev. Costs Construction Financing Selling Expenses Income & Expenses Permanent Financing **Sale**

Sale Price

Description	Sale Price Based on	Cap Rate	Amount	Sale Price
Sale	Cap Rate	7.50%		\$ 6,616,560

Comments

Template: Quick Proforma Retail

SAVE YOUR PROJECT