

**Developer Pro USA  
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: Monthly

**Sales Folder**

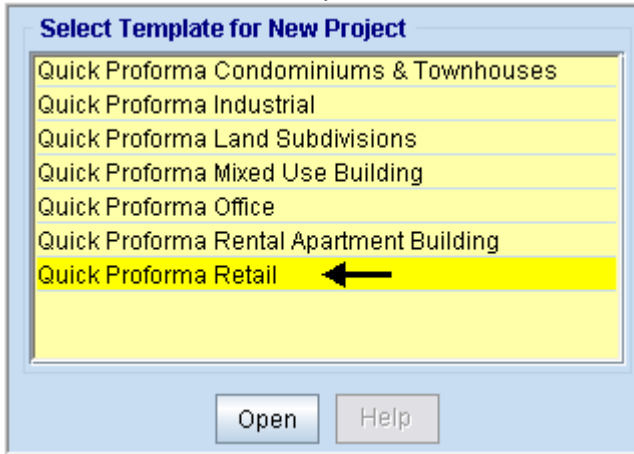
<u>Description</u>	<u>Entry</u>
Sale	7.50% Cap Rate

## 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

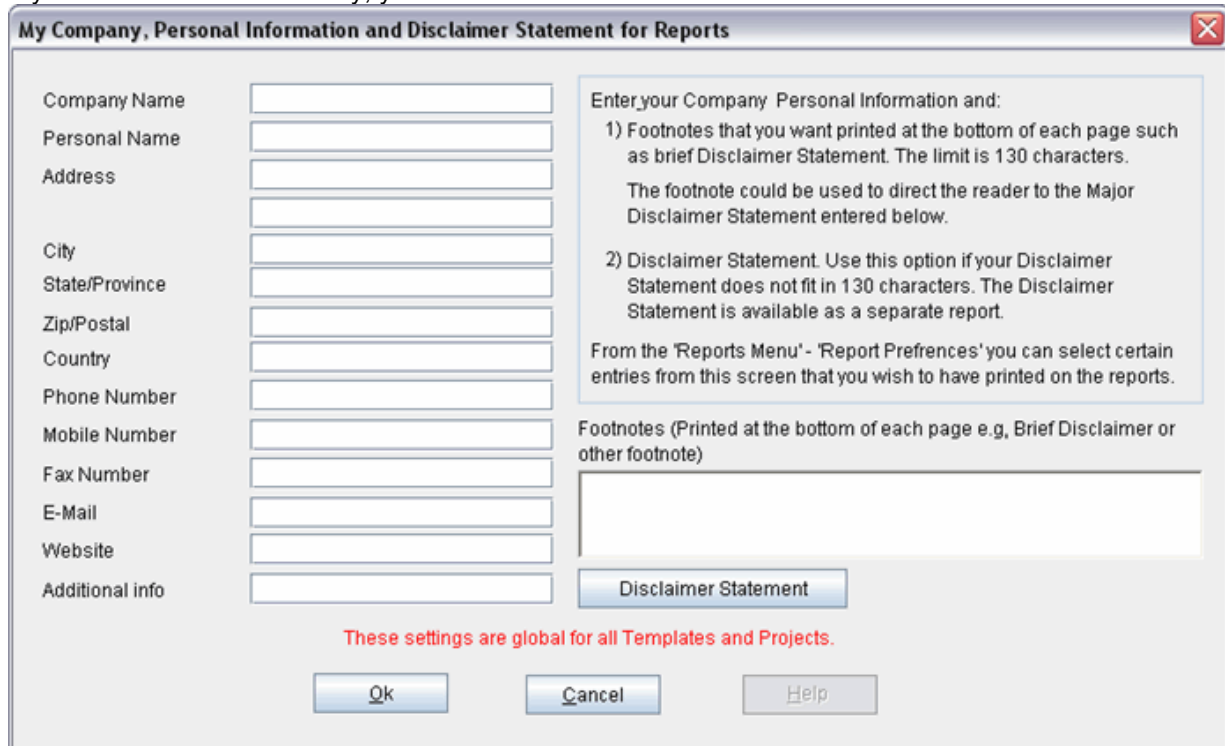


3. Select and open the Investit template “Quick Proforma Retail”

### 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.

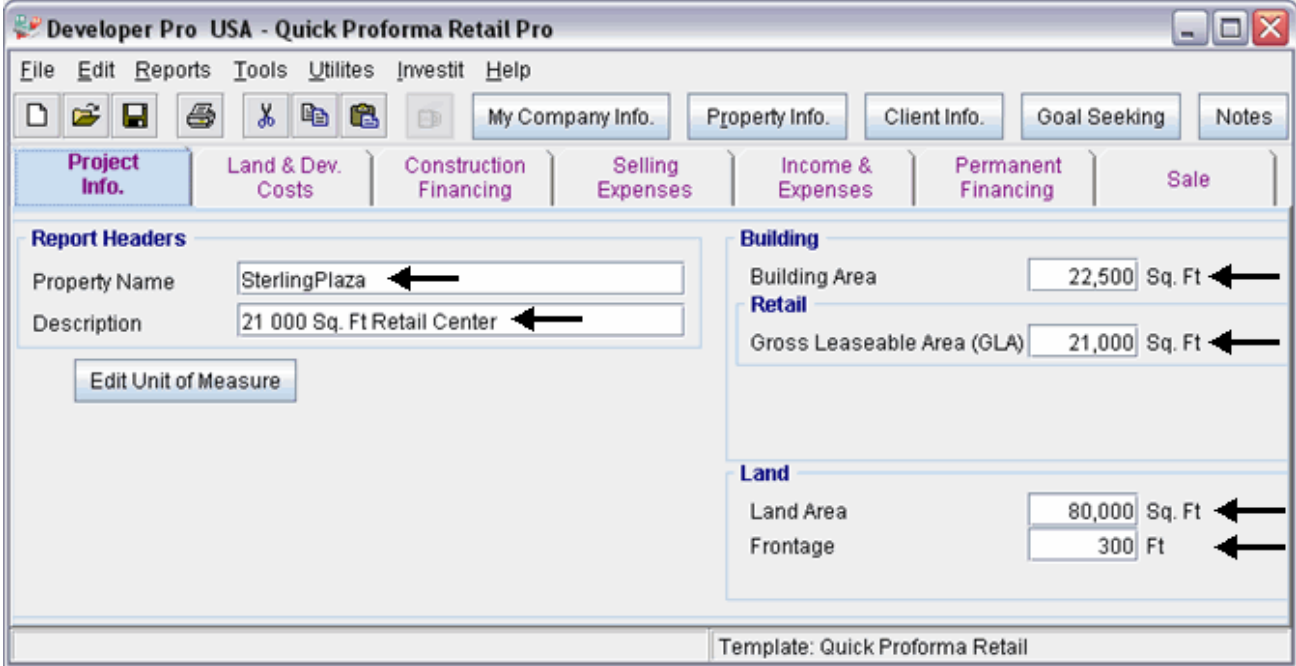
Ok Cancel Help

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;

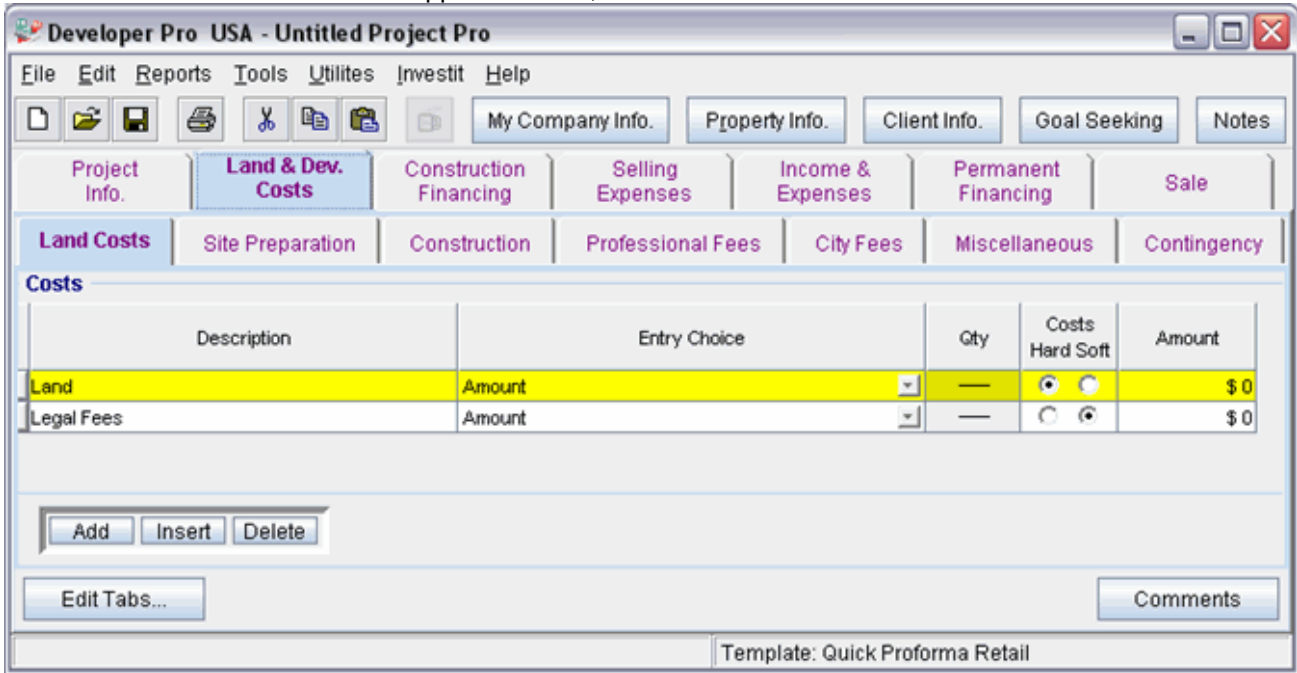


**LAND & DEV. COSTS folder**

**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		✓

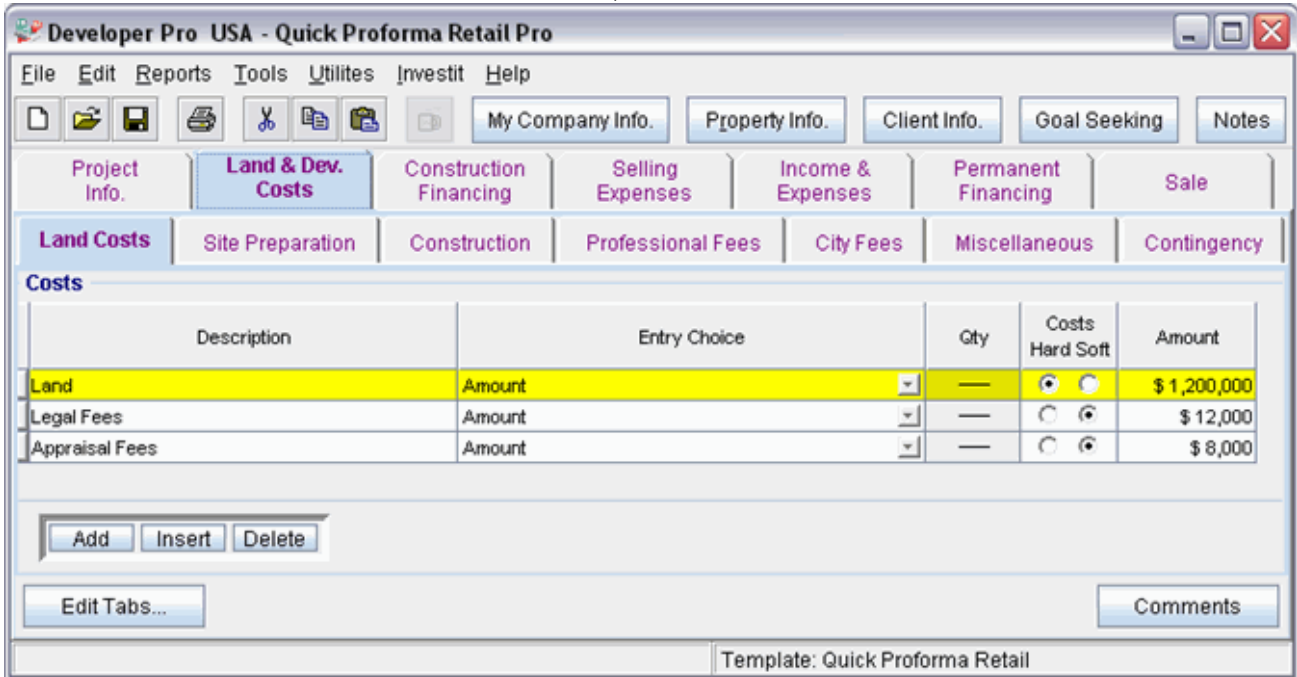
The Land Costs sub folder should appear like this;



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;

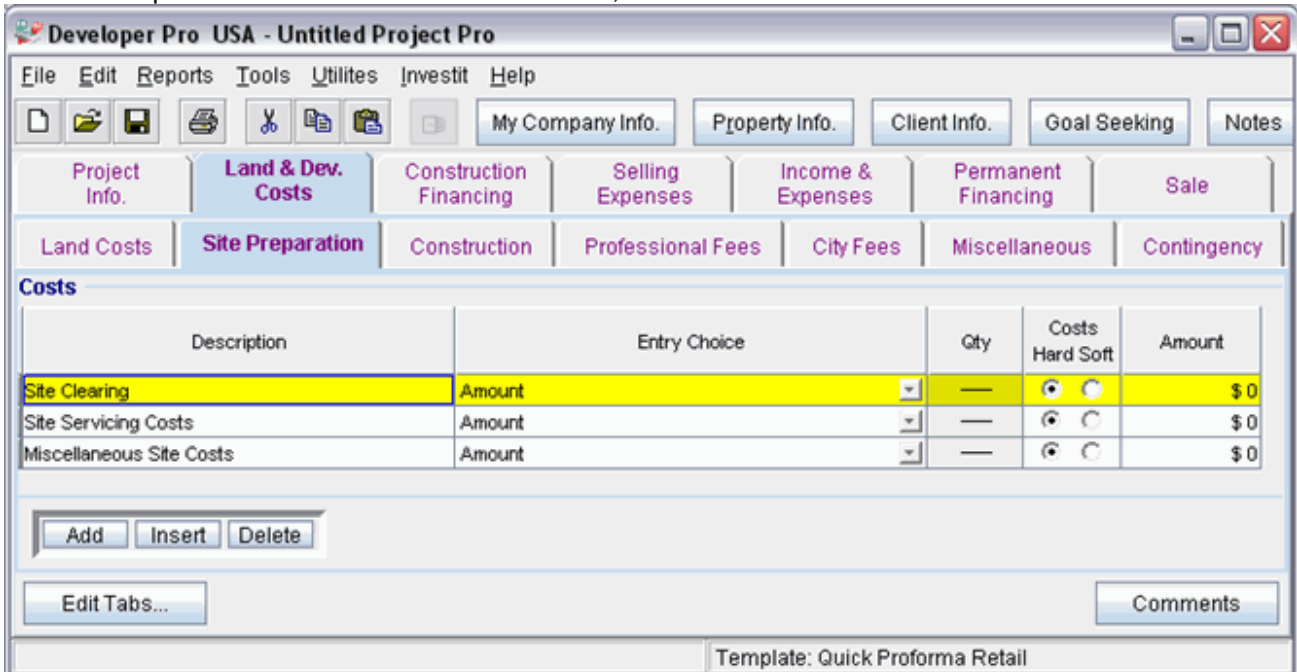


Click on the Site Preparation tab to go to the Site Preparation sub folder

**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	✓	

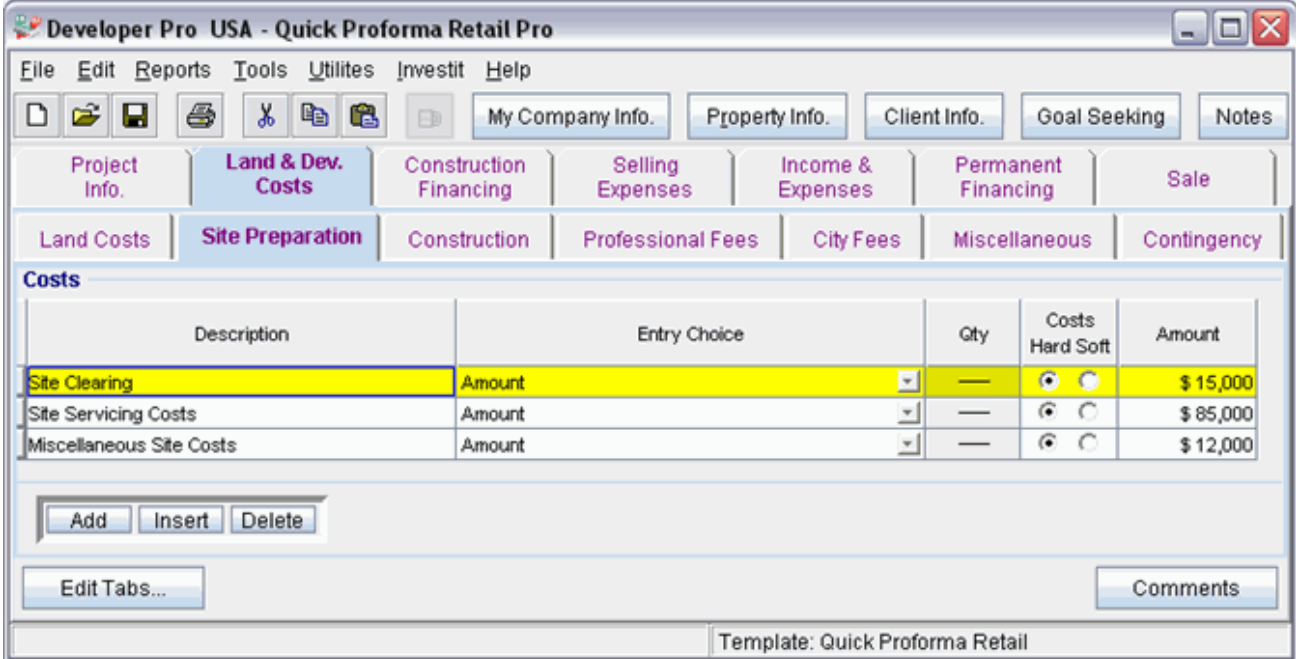
The Site Preparation sub folder should look like this;



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;



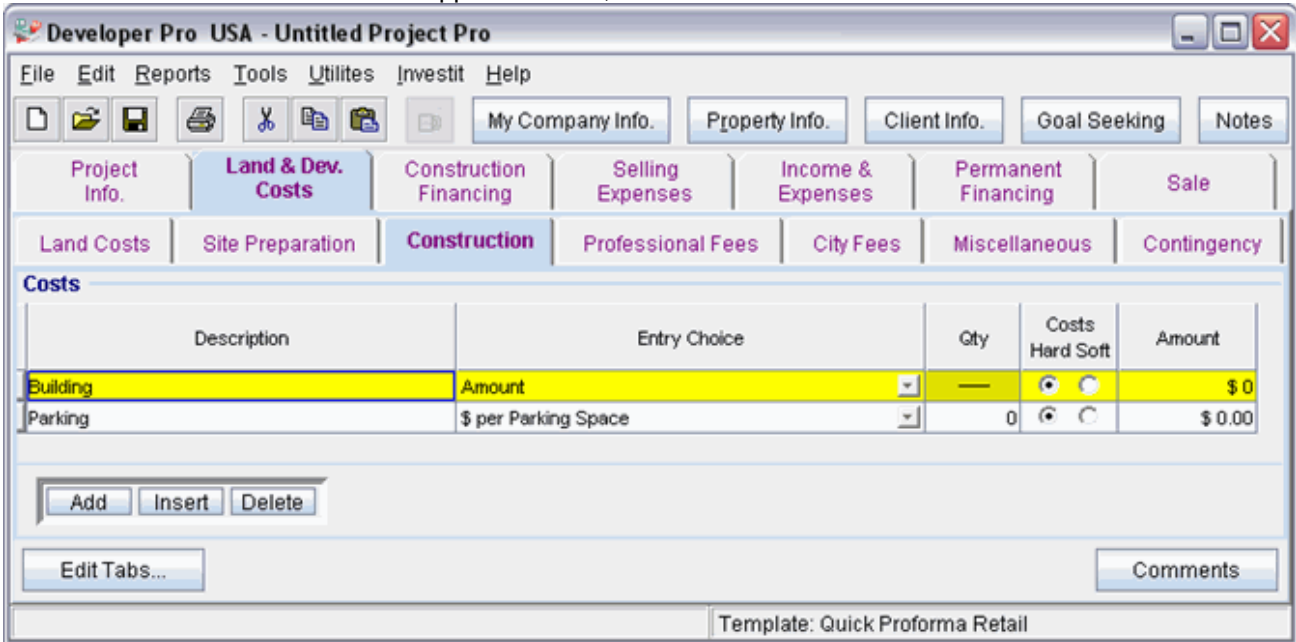
Click on the Construction tab to go to the Construction sub folder

**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	✓	



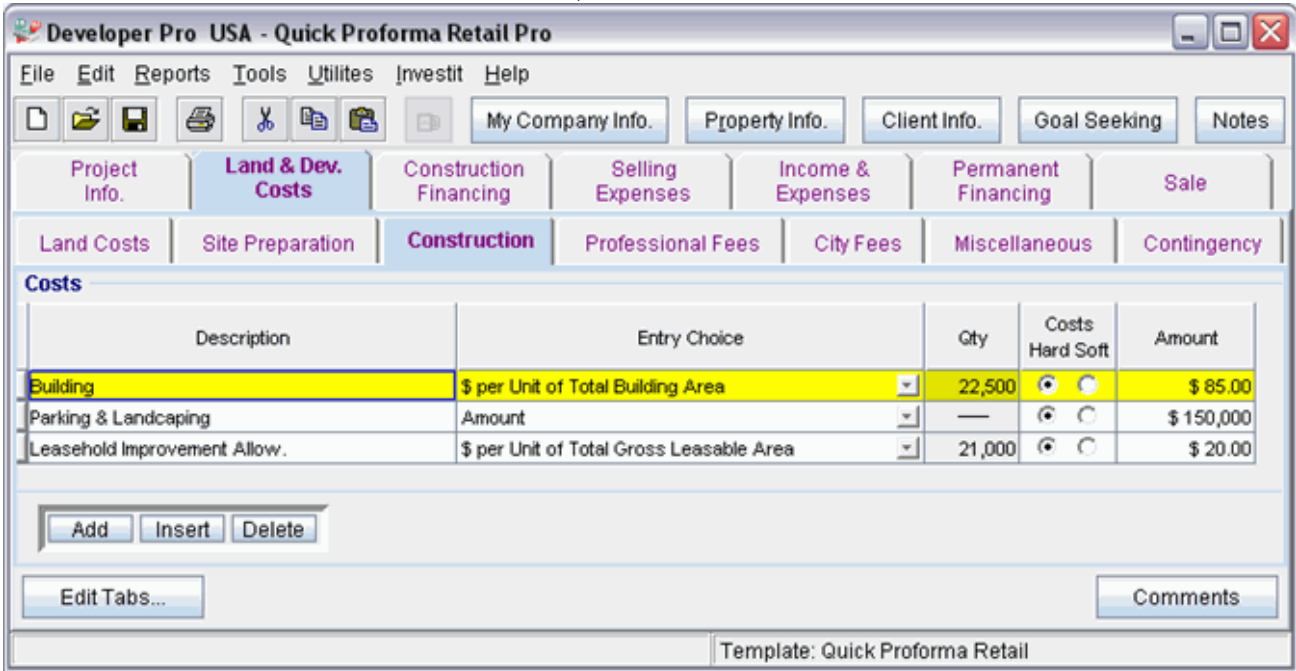
The Construction sub folder should appear like this;



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  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;

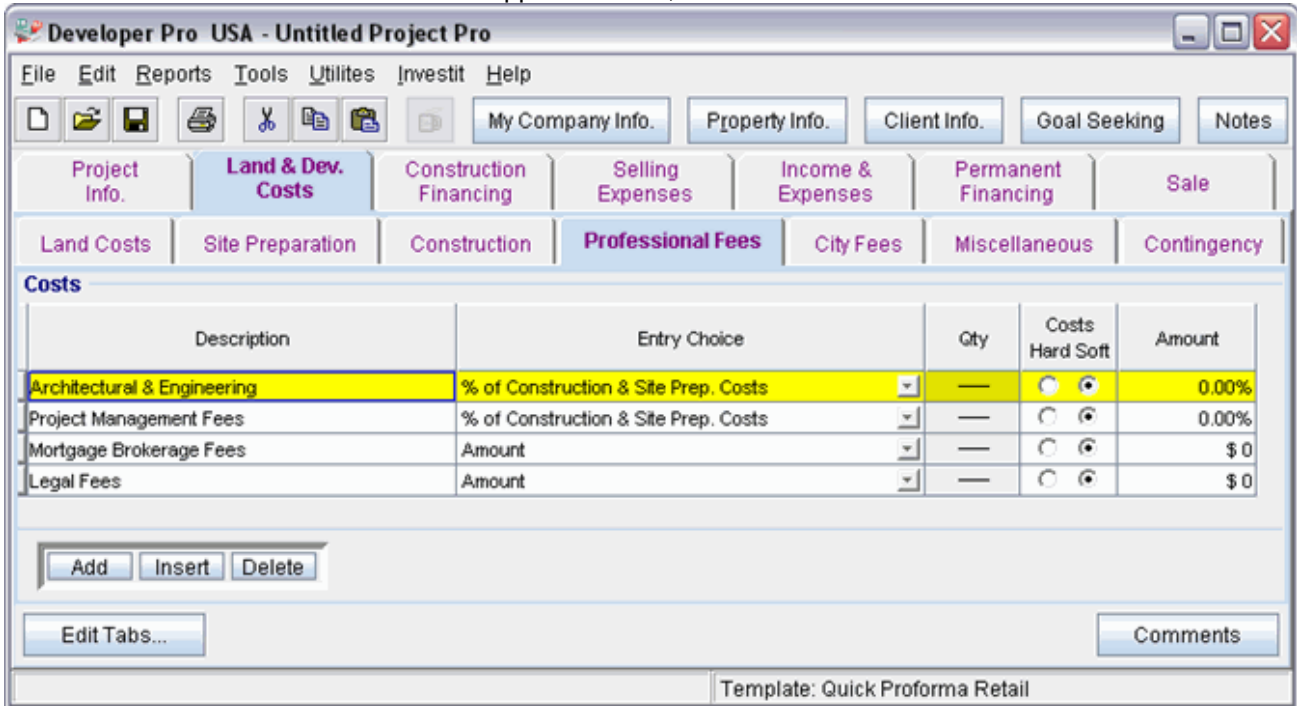


Click on the Professional Fees tab to go to the Professional Fees sub folder

**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		✓

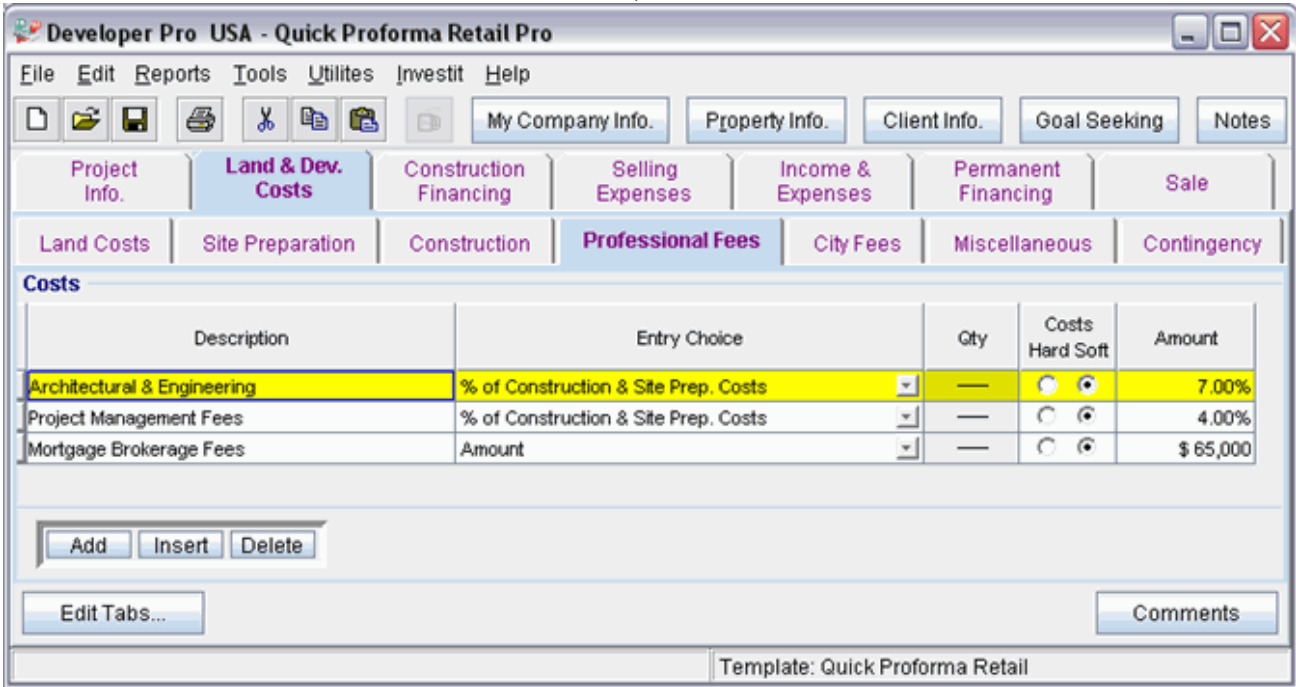
The Professional Fees sub folder should appear like this;



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  button

The Professional Fees sub folder should look like this;

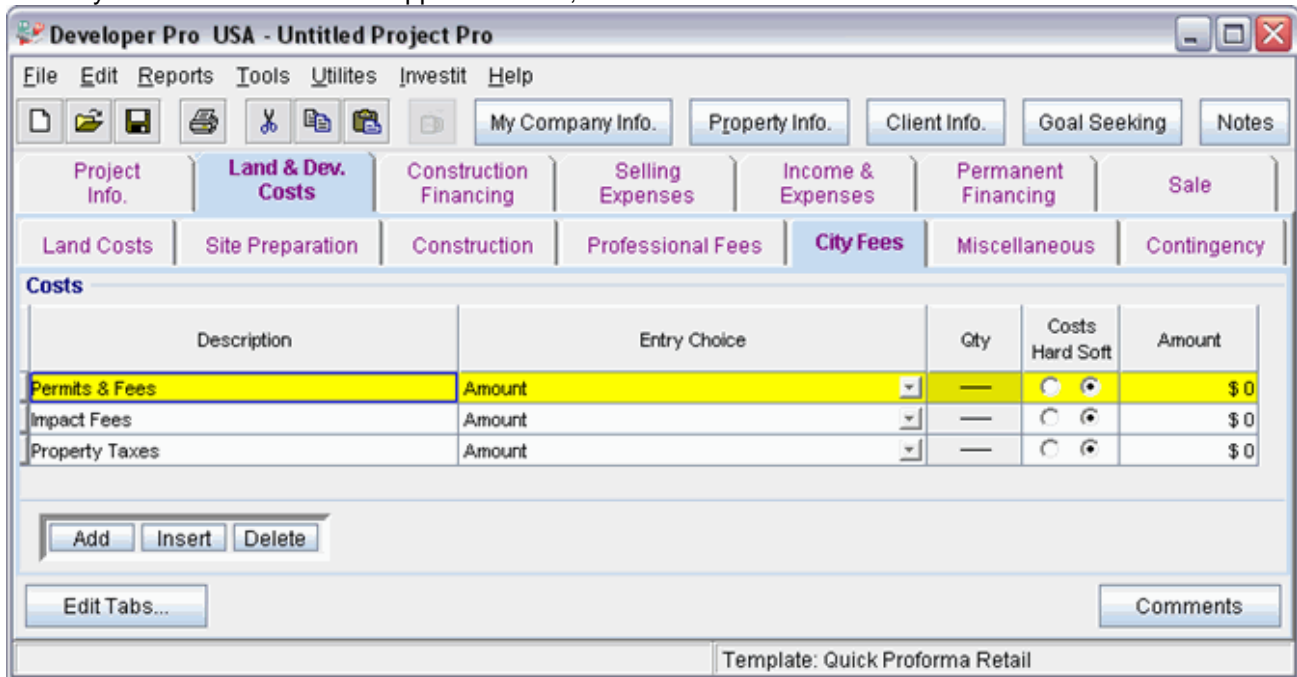


Click on the City Fees tab to go to the City Fees sub folder

**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		✓

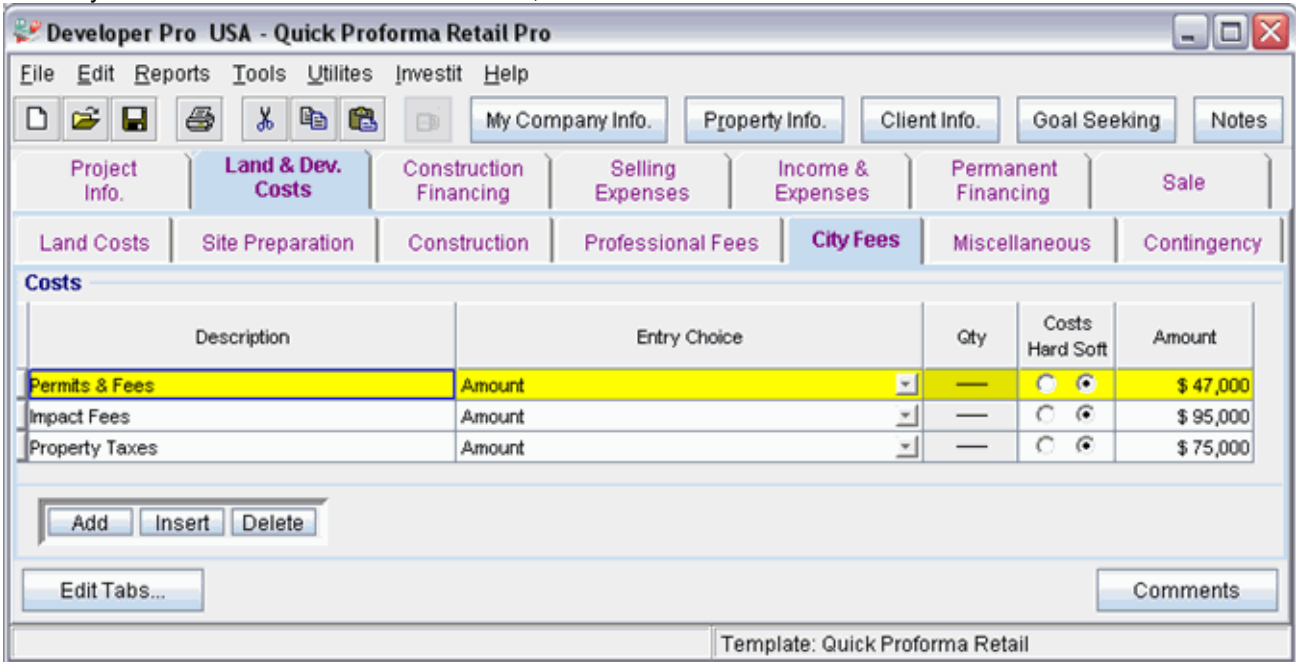
The City Fees sub folder should appear like this;



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;

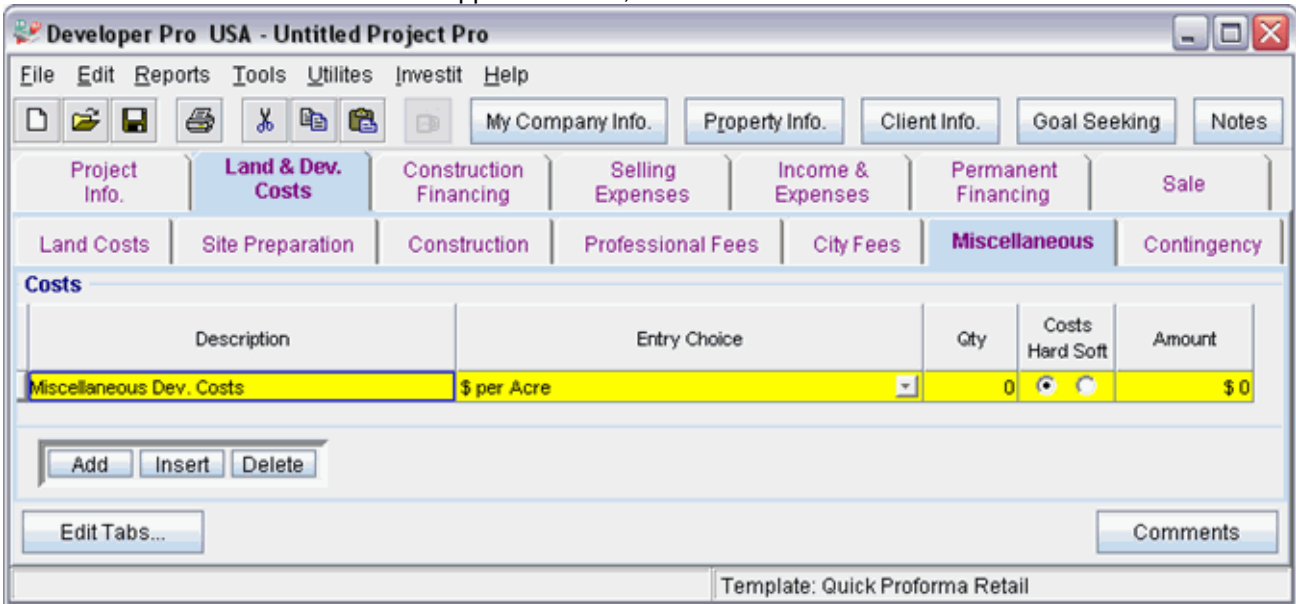


Click on the Miscellaneous tab to go the Miscellaneous sub folder

**Miscellaneous sub folder**

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

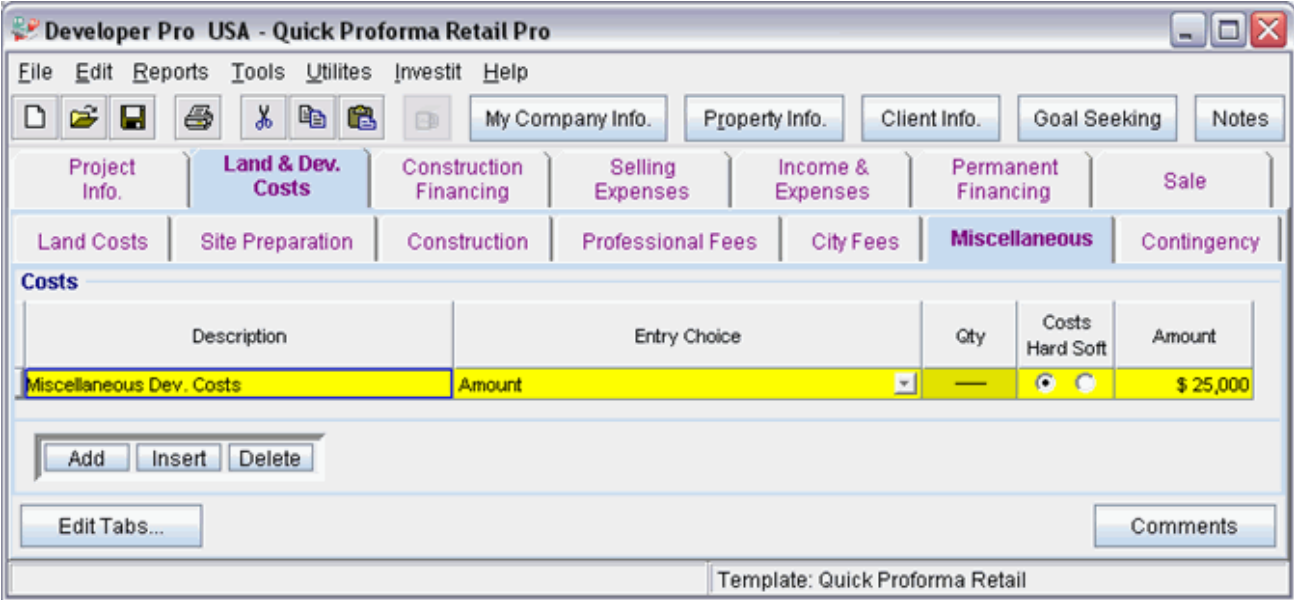
The Miscellaneous sub folder should appear like this;



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;

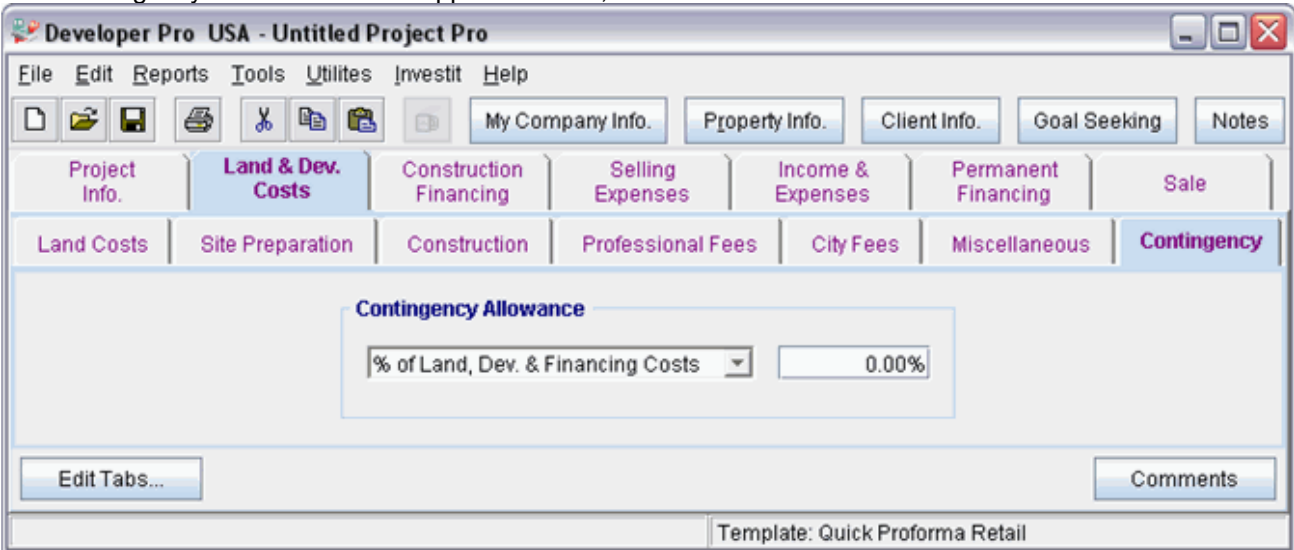


Click on the Contingency tab to go to the Contingency sub folder

**Contingency Allowance**

7.00% of Land, Dev. & Financing Costs

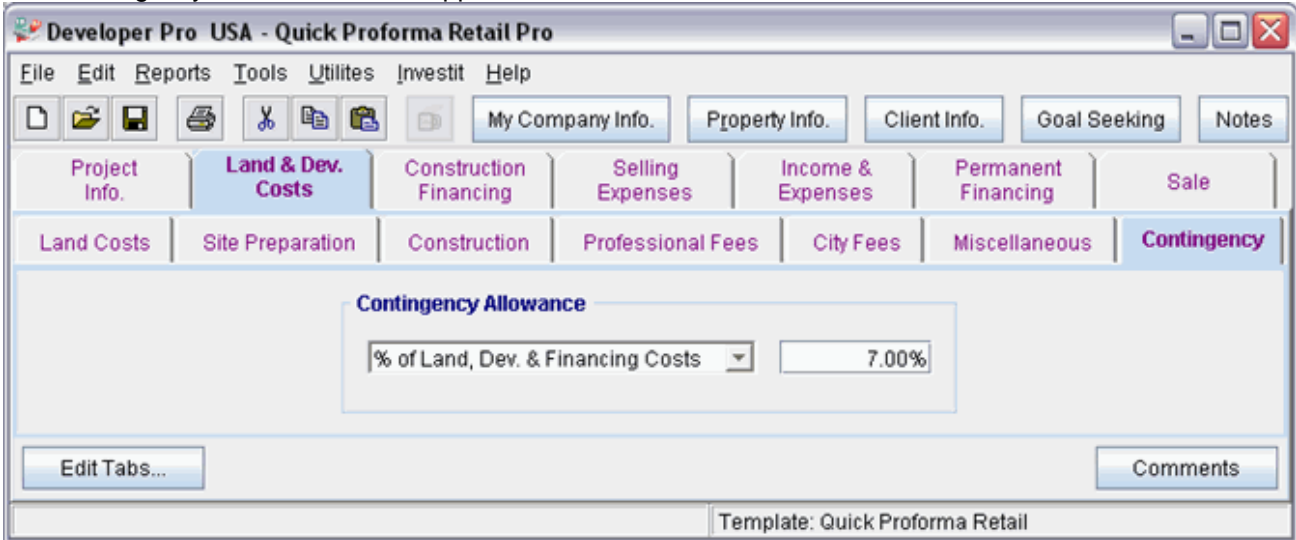
The Contingency sub folder should appear like this;



Steps for entering the Contingency

1. Enter the Amount: 7.00%

The Contingency folder should now appear like this;



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 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

**Equity**  
Amount

**Financing**  
Construction Loan. Interest Rate

**Financing Adjustment Factors**  
Equity Adjustment

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

**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

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 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

**Equity**  
 Amount: \$ 700,000

**Financing**  
 Construction Loan. Interest Rate: 8.000%

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

**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

**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". It contains a dropdown menu with "Amount" selected and 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 window as before, but now the dropdown menu is set to "Fixed % of Sale Price" and the text input field contains "5.00%".

**Selling Expenses**

Marketing & Advertising: \$30,000

Legal Fees: \$25,000

The Selling Expenses should appear like this;

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**

Description	Amount
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

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

### 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

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

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**

Description	Amount	Vacancy
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**

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

**Income**

Description	Amount	Vacancy
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;

Income				
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;

Income				
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;

Operating Expenses			
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;

<b>Operating Expenses</b>			
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: Monthly



The Permanent Financing Folder should look like this;

The screenshot shows a software window titled "Developer Pro USA - Untitled Project Pro". The interface includes a menu bar (File, Edit, Reports, Tools, Utilities, Investit, Help) and a toolbar with icons for file operations. Below the toolbar are several tabs: "My Company Info.", "Property Info.", "Client Info.", "Goal Seeking", and "Notes". A secondary set of tabs includes "Project Info.", "Land & Dev. Costs", "Construction Financing", "Selling Expenses", "Income & Expenses", "Permanent Financing" (which is selected), and "Sale".

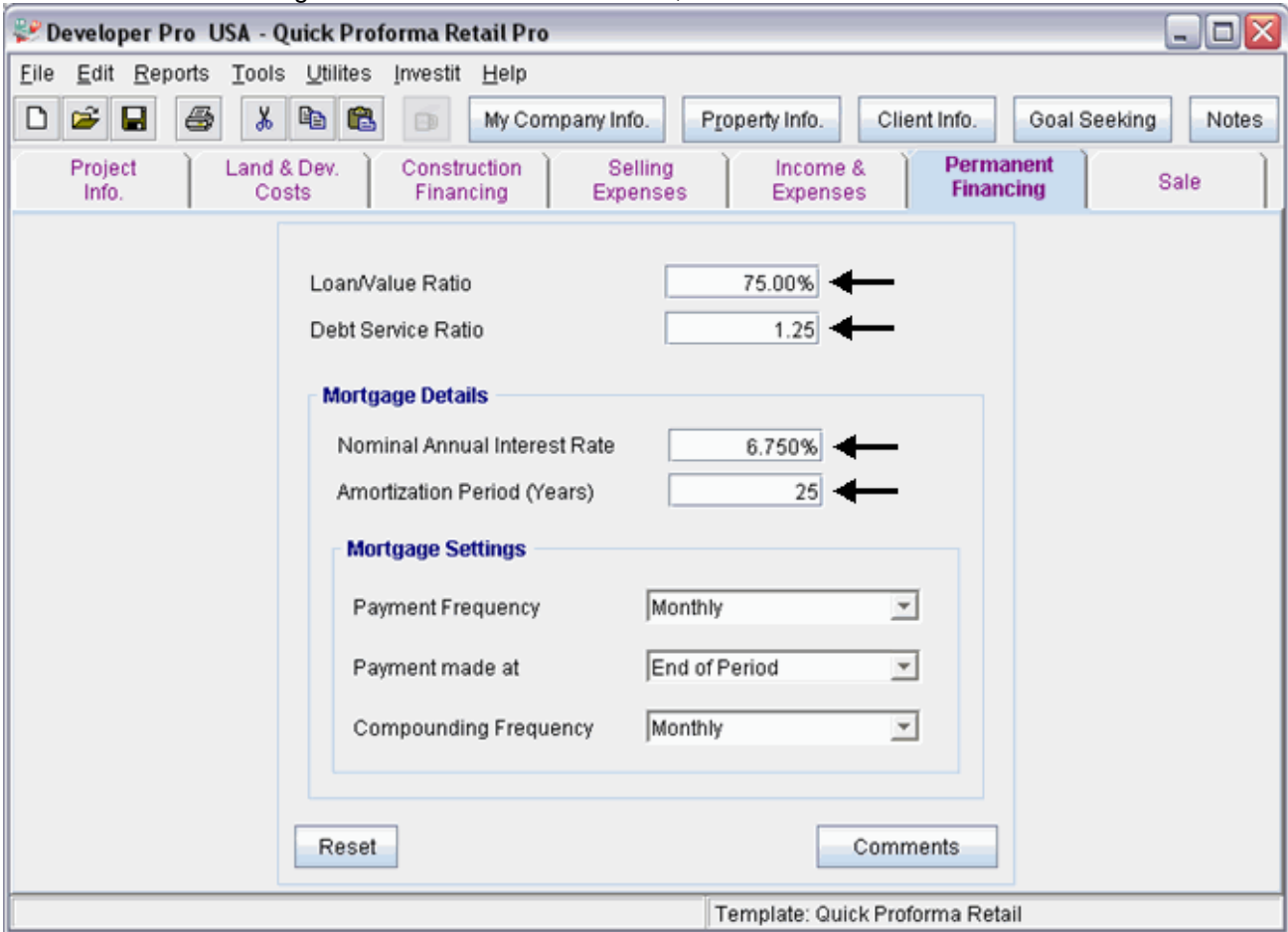
The "Permanent Financing" section contains the following fields and controls:

- Loan/Value Ratio:
- Debt Service Ratio:
- Mortgage Details**
  - Nominal Annual Interest Rate:
  - Amortization Period (Years):
- Mortgage Settings**
  - Payment Frequency:
  - Payment made at:
  - Compounding Frequency:

At the bottom of the section are two buttons: "Reset" and "Comments". The status bar at the bottom of the window displays "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;

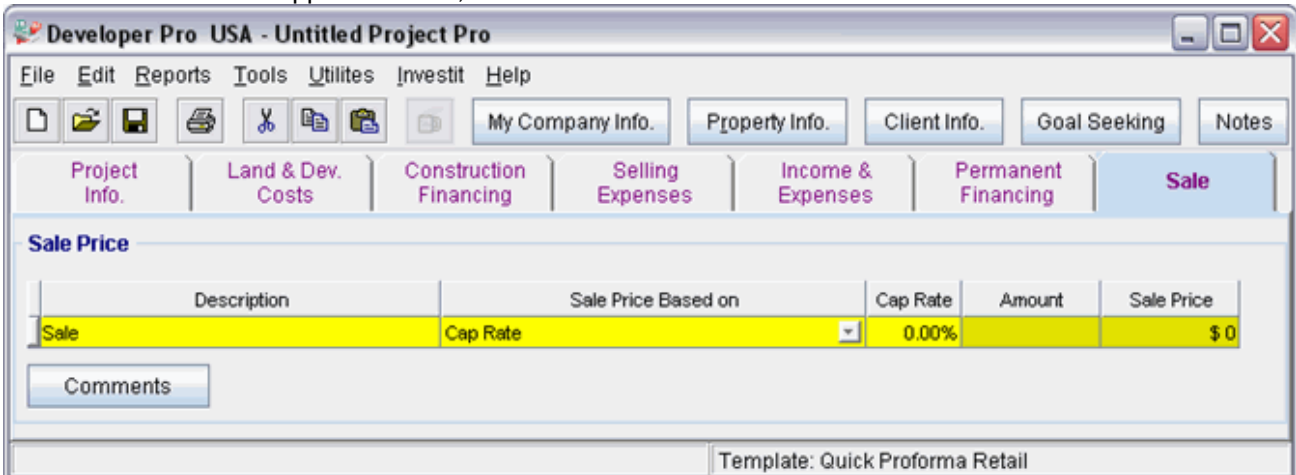


Click on the Sale tab to go to the Sale folder

### SALES Folder

Description	Entry
Sale	7.50% Cap Rate

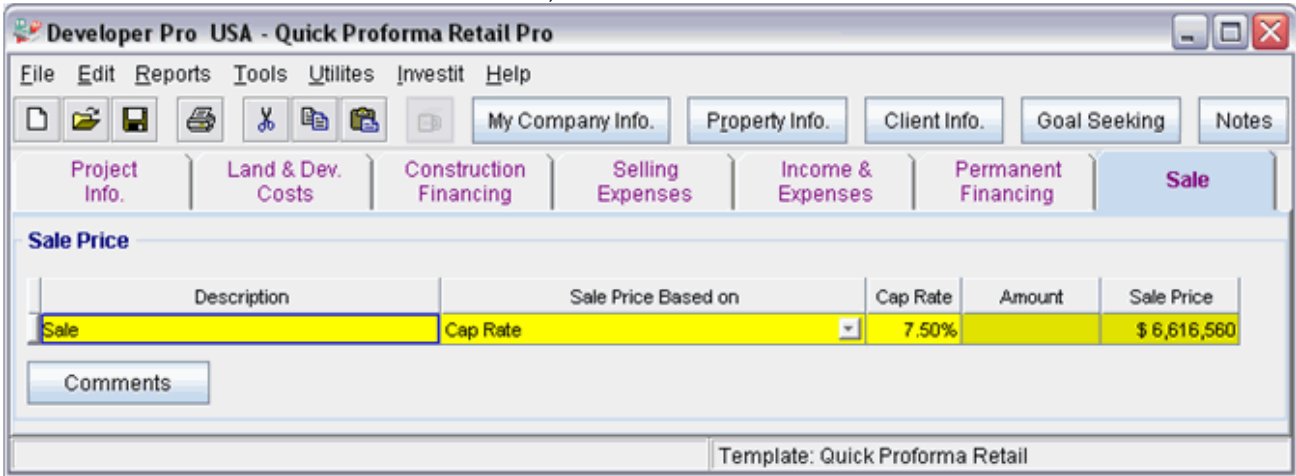
The Sale folder should appear like this;



### Steps for entering the Sale

1. Select Cap Rate: 7.50%

The Unit Sales folder should now look like this;



**SAVE YOUR PROJECT**