INCOME AND EXPENSE QUESTIONNAIRE – CITY OF BATH, ME
PARKING LOTS
FOR 12 MONTHS ENDING DECEMBER 31, 2024

Form C

Please return within 30 days to:
Assessor's Office, City of Bath, 55 Front St., Bath, ME 04530

NOTE: THIS IS A TWO SIDED DOCUMENT
NOTE: SIGNATURE IS REQUIRED ON SECOND PAGE

Parcel Location: _____
Property Owner: _____
Parcel Map and Lot: _____

SECTION I: GENERAL DATA

Please fill in to describe the parking lot size and use(s) as of April 1, 2025.

1. Square footage of area used for vehicle parking.		
2. Total vehicle capacity (whether or not currently leased or in use)		
3a. Number of parking spaces **leased/rented by individuals.**		
3b. Number of parking spaces **leased/rented by an unrelated business** for use by their employees and/or customers.		
3c. Number of parking spaces **leased to the tenants** renting (residential or commercial) property from the parking lot owner.		
3d. Number of parking spaces used **at no cost** by the employees, customers or tenants of the property owner.		
3e Other leased/rented parking spaces *(describe below).*		
3. Total number of parking spaces in use: *(sum of 3a to 3e)*		
4. Total available/unrented parking spaces: *(Line 2 minus line 3)*		
5. Number of parking spaces rented to more than one person in a 24 hour period.	Num. of spaces:	Total num. of rentals:

SECTION I: GENERAL DATA

Please check to describe the parking lot condition:

	Paved
	Unpaved
	Mixed (paved and unpaved)

Available Amenities: *Please check all that apply.*

	Lights
	Attendant
	Landscaping
	Other _____
	Other _____

SECTION II: ANNUAL INCOME FOR CALENDAR YEAR 2024

Please fill in the annual income from each type of rental. If "Other," please describe:

Lease or rental of parking spaces to individuals:	**$**
Lease or rental of parking spaces to businesses:	**$**
Income from short-term (1 time/1 day) rental of parking spaces:	**$**
Other Income: _____	**$**
Other Income: _____	**$**
Total Annual Income:	**$**

NOTE: If any part of the property is sub-let for a separate business purpose (such as providing parking for a nearby business or residence), please describe and include lease terms on a separate sheet.

SECTION III: EXPENSES FOR CALENDAR YEAR 2024

Parking not individually rented: Please include any specific parking area expenses or estimates of expenses in 2024 even if commercial (leased) parking is not the primary use of this parcel (for example, if the parking area is used by your customers, tenants, or employees at no cost.

Expense Type	Amount	Expense Type	Amount
1. Management Fees	$	19. Maintenance Wages	**$**
2. Legal/Accounting	$	20. Maintenance Contract Fee	**$**
3. Security	$	21. Maintenance Supplies	**$**
4. Payroll	$	22. Maintenance Groundskeeping	**$**
5. Group Insurance	$	23. Maintenance Trash Removal	**$**
6. Telephone	$	24. Maintenance Snow Removal	**$**
7. Advertising	$	25. Maintenance Exterminator	**$**
8. Commissions	$		**$**
9. Repairs	$	27. Insurance (1 Year Premium)	**$**
	$	28. Reserves for Replacement	**$**
11. Repairs Mechanical	$	29. Travel	**$**
12. Repairs Electrical	$	30. Other (*please describe*) _____	**$**
16. Utilities Electricity	$	31. Other (*please describe*) _____	**$**
	$	32. Other (*please describe*) _____	**$**
	$	**33. TOTAL (Add 1 through 32)**	**$**
	$	34. Real Estate Taxes	

SECTION IV: CONFIDENTIALITY AND SIGNATURE

❑ The non-public information on this form is confidential and proprietary information under Title 36 §706-A M.R.S.

I certify under the pains and penalties of perjury that the information supplied herewith is true and correct:

Name: _____ **Title:** _____
Please print.

Signature of owner or preparer: _____

Phone/Email: _____ **Date** _____