

**LESSOR'S ANNUAL COST STATEMENT**

1. SOLICITATION FOR OFFERS VA249-17-R-0261		2. STATEMENT DATE	
3. RENTABLE AREA (SQ. FT.)		3A. ENTIRE BUILDING	3B. LEASED BY GOV'T
4. BUILDING NAME		BUILDING STREET	
CITY	STATE	ZIP CODE	
<b>SECTION I - ESTIMATED ANNUAL COST OF SERVICES &amp; UTILITIES FURNISHED BY LESSOR AS PART OF RENTAL CONSIDERATION</b>			
SERVICES AND UTILITIES		LESSOR'S ANNUAL COST FOR:	
		ENTIRE BUILDING (a)	GOV'T-LEASED AREA (b)
		GOV'T USE ONLY (c)	
<b>A. CLEANING, JANITOR AND/OR CHAR SERVICE</b>			
5. SALARIES			
6. SUPPLIES (wax, cleansers, cloths, etc.)			
7. CONTRACT SERVICES (Window washing, waste and snow removal)			
<b>B. HEATING</b>			
8. SALARIES			
9. FUEL ("x" one) ___ OIL ___ GAS ___ COAL ___ ELECTRIC			
10. SYSTEM MAINTENANCE AND REPAIR			
<b>C. ELECTRICAL</b>			
11. CURRENT FOR LIGHT AND POWER (Including elevators)			
12. REPLACEMENT OF BULBS, TUBES, STARTERS			
13. POWER FOR SPECIAL EQUIPMENT			
14. SYSTEM MAINTENANCE AND REPAIR (Ballasts, fixtures, etc.)			
<b>D. PLUMBING</b>			
15. WATER (For all purposes) (Include sewage charges)			
16. SUPPLIES (Soap, towels, tissues not in 6 above)			
17. SYSTEM MAINTENANCE AND REPAIR			
<b>E. AIR CONDITIONING</b>			
18. UTILITIES (Include electricity, if not in C11)			
19. SYSTEM MAINTENANCE AND REPAIR			
<b>F. ELEVATORS</b>			
20. SALARIES (Operators, starters, etc.)			
21. SYSTEM MAINTENANCE AND REPAIR			

<b>G. MISCELLANEOUS</b>			
22. BUILDING ENGINEER AND/OR MANAGER			
23. SECURITY (Watchmen, guards, not janitors)			
24. SOCIAL SECURITY TAX AND WORKMEN'S COMPENSATION INSURANCE			
25. LAWN AND LANDSCAPING MAINTENANCE			
26. OTHER (Explain on separate sheet)			
27. TOTAL	\$0.00	\$0.00	\$0.00

<b>SECTION II - ESTIMATED ANNUAL COST OF OWNERSHIP EXCLUSIVE OF CAPITAL CHARGES</b>			
28. REAL ESTATE TAXES			
29. INSURANCE (Hazard, liability, etc.)			
30. BUILDING MAINTENANCE AND RESERVES FOR REPLACEMENT			
31. LEASE COMMISSION			
32. MANAGEMENT			
33. TOTAL	\$0.00	\$0.00	\$0.00

LESSOR'S CERTIFICATION - The amounts entered in Columns (a) and (b) represent my best estimate as to the annual costs of services, utilities and ownership.

<b>TITLE</b>	<b>NAME</b>	<b>SIGNATURE</b>	<b>DATE</b>
34A. (Check one) <input type="checkbox"/> Owner <input type="checkbox"/> Legal Agent	34B.	34C.	34D.
35A. (Check one) <input type="checkbox"/> Owner <input type="checkbox"/> Legal Agent	35B.	35C.	35D.