

FINANCIAL STATEMENT

- The top of the Financial Statement (aka Owner Statement) displays our company name, selected date range, the owner name and address, and property name and address.

YourName Property Management

Period: 01 Jan 2016-31 Jan 2016

123 Main Street
Santa Barbara, CA 93101

Owner Statement



George Washington
XXXXX
Santa Barbara, CA 93101



Properties
125 Holly Avenue - 125
Holly Avenue
Carpinteria, CA 93013

- The main portion of the statement displays all transactions affecting the **operating cash balance** on the property that are not suppressed, in the selected date range.
- Transaction date, name, type (receipts, journal entries, and payments), GL account name, description, and amount are included. A running balance is maintained on the right.
- Transactions are ordered by date.

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 01/01/2016			300.00
01/02/2016	Leslie Green	Receipt		Late Fee - Late Fee for Jan 2016	50.00		350.00
01/02/2016	Leslie Green	Receipt		Landscaping	100.00		450.00
01/03/2016	Ford Plumbing	Payment	3004	Plumbing - Faucet Repair \$184.25 - \$50 deducted as tenant's portion		134.25	315.75
				Ending Cash Balance			315.75
Total					150.00	134.25	

- The bottom of the Owner Statement displays currently unpaid bills and the total funds held back for reserves and prepayments.
- Remit balance due is the amount of funds that need to be kept on the property to replenish the property balance if negative, reserves, and pay unpaid bills.
- All of these totals are held back from the owner's payment.

Bills Due

Due Date	Payee	Description	Unpaid
01/05/2016	Ford Plumbing	Plumbing	200.00
01/12/2016	YourName Property Management	Administrative Setup Fee	50.00
Total			250.00

Property Cash Summary

Required Reserves	300.00
Prepaid Rent for Future Rent	750.00

Please Remit Balance Due

634.25