

**RENT CALCULATION FORM  
STATE BOND FINANCED PROPERTY (MS §16A.695)**

**LEASE NO.:** \_\_\_\_\_ **or NEW LEASE** \_\_\_\_\_

**AGENCY NAME:** \_\_\_\_\_

**PROPERTY NAME:** \_\_\_\_\_

**PROPERTY LOCATION:** \_\_\_\_\_

Was the building/land of which the leased premises are a part purchased with bonded funds?

Yes \_\_\_\_\_ No \_\_\_\_\_

Was the building/land of which the leased premises are a part remodeled or improved with bonded funds?

Yes \_\_\_\_\_ No \_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING:**

1. Operating Costs \_\_\_\_\_ Total Usable Building Square Footage \_\_\_\_\_  
Provide a breakdown of expenses:

Utilities: \_\_\_\_\_  
Janitorial: \_\_\_\_\_  
Repairs: \_\_\_\_\_  
Maintenance: \_\_\_\_\_  
Snowplowing: \_\_\_\_\_  
Groundskeeping: \_\_\_\_\_  
Bldg Depreciation: \_\_\_\_\_  
Bond Interest: \_\_\_\_\_  
**SUBTOTAL** \_\_\_\_\_  
Administrative Fee (10%) \_\_\_\_\_

**TOTAL** \_\_\_\_\_

**Are any utilities separately metered and paid directly by tenant?** \_\_\_\_\_

**Operating Costs ÷ Total Building Usable Square Feet = Rate Per Square Foot** \_\_\_\_\_

2. Cite and attach copy of the statute by which the agency is authorized to expend monies to operate and maintain the facility: MS§ \_\_\_\_\_

3. Is Lessee's purpose of use for a government program? YES \_\_\_\_\_ NO \_\_\_\_\_

4. Is Lessee's purpose of use authorized by state law? YES \_\_\_\_\_ NO \_\_\_\_\_

5. If **YES** is checked in either No. 4 or 5, please provide the following information:

a. Cite and attach the corresponding statute: MS§ \_\_\_\_\_

What is the purpose/description of Lessee's program: \_\_\_\_\_

Completed by \_\_\_\_\_

Date: \_\_\_\_\_