

Property Monthly Report
Romano Litchfield & Associates
October-2021

Prepared By Melanie Nguyen

RLA Property Example
16700 Valley View Ave., Suite 270
La Mirada
CA 90638

Income Statement - RLA Property Example (rlaprop)

Romano Litchfield & Associates

From Month = 10/2021, To Month = 10/2021

Account Code	Description	Period to Date	%	Year to Date	%
4000	INCOME				
4100	RENT INCOME				
4500	Rent	24,000.00	86.78	24,000.00	86.78
4990	NET RENT INCOME	24,000.00	86.78	24,000.00	86.78
5100	EXPENSE REIMBURSEMENT				
5215	Passthru Roof Repair and Maint	300.00	1.08	300.00	1.08
5222	Passthru Alarm-burglar	148.00	0.54	148.00	0.54
5223	Passthru Alarm-fire sprinklers	285.00	1.03	285.00	1.03
5225	Passthru Door Repair	105.00	0.38	105.00	0.38
5240	Passthru HVAC	140.00	0.51	140.00	0.51
5260	Passthru Landscaping	250.00	0.90	250.00	0.90
5310	Passthru Fire Sprinkler Serv.	165.00	0.60	165.00	0.60
5320	Passthru Insurance	823.00	2.98	823.00	2.98
5350	Passthru Property Tax	1,100.00	3.98	1,100.00	3.98
5436	Passthru Backflow Testing	340.00	1.23	340.00	1.23
5490	TOTAL REIMBURSEMENT	3,656.00	13.22	3,656.00	13.22
5990	TOTAL INCOME	27,656.00	100.00	27,656.00	100.00
6000	EXPENSES				
6100	DIRECT EXPENSES				
6211	Door Repair	105.00	0.38	105.00	0.38
6215	Roof Repairs & Maintenance	300.00	1.08	300.00	1.08
6220	Fire Sprinkler Repairs & Maint	165.00	0.60	165.00	0.60
6222	Alarm--burglar	148.00	0.54	148.00	0.54
6223	Alarm--fire sprinklers	285.00	1.03	285.00	1.03
6240	HVAC (Heat, Ventilation, Air)	140.00	0.51	140.00	0.51
6260	Landscaping	250.00	0.90	250.00	0.90
6300	Management	720.00	2.60	720.00	2.60
6320	Insurance	5,347.00	19.33	5,347.00	19.33
6350	Property Tax	8,952.42	32.37	8,952.42	32.37
6431	Backflow Testing	340.00	1.23	340.00	1.23
6990	TOTAL DIRECT EXPENSES	16,752.42	60.57	16,752.42	60.57
8990	TOTAL EXPENSES	16,752.42	60.57	16,752.42	60.57
9090	NET INCOME	10,903.58	39.43	10,903.58	39.43

Balance Sheet - RLA Property Example (rlaprop)

As Of Month = 10/2021

Account Code	Description	Current Balance
1000	ASSETS	
1100	CASH	
1126	Fake cash in bank acc.	<u>500.00</u>
1190	TOTAL CASH	<u>500.00</u>
1990	TOTAL ASSETS	500.00
3000	CAPITAL	
3400	Owner Draw	(10,403.58)
3800	Retained Earnings	<u>10,903.58</u>
3890	TOTAL CAPITAL	<u>500.00</u>
3990	TOTAL LIABILITIES & CAPITAL	500.00
9990	TOTAL OF ALL	<u>0.00</u>

Cash Flow Statement - RLA Property Example (rlaprop)

Romano Litchfield & Associates

From Month = 10/2021, To Month = 10/2021

Account Code	Description	Period to Date	%	Year to Date	%
4000	INCOME				
4100	RENT INCOME				
4500	Rent	24,000.00	86.78	24,000.00	86.78
4990	NET RENT INCOME	24,000.00	86.78	24,000.00	86.78
5215	Passthru Roof Repair and Maint	300.00	1.08	300.00	1.08
5222	Passthru Alarm-burglar	148.00	0.54	148.00	0.54
5223	Passthru Alarm-fire sprinklers	285.00	1.03	285.00	1.03
5225	Passthru Door Repair	105.00	0.38	105.00	0.38
5240	Passthru HVAC	140.00	0.51	140.00	0.51
5260	Passthru Landscaping	250.00	0.90	250.00	0.90
5310	Passthru Fire Sprinkler Serv.	165.00	0.60	165.00	0.60
5320	Passthru Insurance	823.00	2.98	823.00	2.98
5350	Passthru Property Tax	1,100.00	3.98	1,100.00	3.98
5436	Passthru Backflow Testing	340.00	1.23	340.00	1.23
5490	TOTAL REIMBURSEMENT	3,656.00	13.22	3,656.00	13.22
5990	TOTAL INCOME	27,656.00	100.00	27,656.00	100.00
6000	EXPENSES				
6100	DIRECT EXPENSES				
6211	Door Repair	105.00	0.38	105.00	0.38
6215	Roof Repairs & Maintenance	300.00	1.08	300.00	1.08
6220	Fire Sprinkler Repairs & Maint	165.00	0.60	165.00	0.60
6222	Alarm--burglar	148.00	0.54	148.00	0.54
6223	Alarm--fire sprinklers	285.00	1.03	285.00	1.03
6240	HVAC (Heat, Ventilation, Air)	140.00	0.51	140.00	0.51
6260	Landscaping	250.00	0.90	250.00	0.90
6300	Management	720.00	2.60	720.00	2.60
6320	Insurance	5,347.00	19.33	5,347.00	19.33
6350	Property Tax	8,952.42	32.37	8,952.42	32.37
6431	Backflow Testing	340.00	1.23	340.00	1.23
6990	TOTAL DIRECT EXPENSES	16,752.42	60.57	16,752.42	60.57
8990	TOTAL EXPENSES	16,752.42	60.57	16,752.42	60.57
9090	NET INCOME	10,903.58	39.43	10,903.58	39.43
3400	ADJUSTMENTS				
	Owner Draw	-10,403.58	-37.62	-10,403.58	-37.62
	TOTAL ADJUSTMENTS	-10,403.58	-37.62	-10,403.58	-37.62
	CASH FLOW	500.00	1.81	500.00	1.81
	Period to Date	Beginning Balance	Ending Balance	Difference	
1126	Fake cash in bank acc.	0.00	500.00	500.00	
	Total Cash	0.00	500.00	500.00	
	Year to Date	Beginning Balance	Ending Balance	Difference	
1126	Fake cash in bank acc.	0.00	500.00	500.00	
	Total Cash	0.00	500.00	500.00	

Trial Balance - RLA Property Example - (rlaprop)

0

From Month = 10/2021, To Month = 10/2021

Account Code	Description	Forward Balance	Debit	Credit	Ending Balance
1126	Fake cash in bank acc.	0.00	500.00	0.00	500.00
3400	Owner Draw	0.00	10,403.58	0.00	10,403.58
3800	Retained Earnings	0.00	0.00	0.00	0.00
4500	Rent	0.00	0.00	24,000.00	-24,000.00
5215	Passthru Roof Repair and Maint	0.00	0.00	300.00	-300.00
5222	Passthru Alarm-burglar	0.00	0.00	148.00	-148.00
5223	Passthru Alarm-fire sprinklers	0.00	0.00	285.00	-285.00
5225	Passthru Door Repair	0.00	0.00	105.00	-105.00
5240	Passthru HVAC	0.00	0.00	140.00	-140.00
5260	Passthru Landscaping	0.00	0.00	250.00	-250.00
5310	Passthru Fire Sprinkler Serv.	0.00	0.00	165.00	-165.00
5320	Passthru Insurance	0.00	0.00	823.00	-823.00
5350	Passthru Property Tax	0.00	0.00	1,100.00	-1,100.00
5436	Passthru Backflow Testing	0.00	0.00	340.00	-340.00
6211	Door Repair	0.00	105.00	0.00	105.00
6215	Roof Repairs & Maintenance	0.00	300.00	0.00	300.00
6220	Fire Sprinkler Repairs & Maint	0.00	165.00	0.00	165.00
6222	Alarm--burglar	0.00	148.00	0.00	148.00
6223	Alarm--fire sprinklers	0.00	285.00	0.00	285.00
6240	HVAC (Heat, Ventilation, Air)	0.00	140.00	0.00	140.00
6260	Landscaping	0.00	250.00	0.00	250.00
6300	Management	0.00	720.00	0.00	720.00
6320	Insurance	0.00	5,347.00	0.00	5,347.00
6350	Property Tax	0.00	8,952.42	0.00	8,952.42
6431	Backflow Testing	0.00	340.00	0.00	340.00
Total		0.00	27,656.00	27,656.00	0.00

Receipt Register -

Romano Litchfield & Associates

From Month = 10/2021, To Month = 10/2021

Control	Batch	Period	Date	Person	Property	Account	Amount	Reference	Notes
R-17604	4623	10/2021	10/01/2021	RLA Tenant Example(rlatenan)	rlaprop	4500 Rent	24,000.00		
					rlaprop	5260 Passthru Landscaping	250.00		
R-17605	4624	10/2021	10/17/2021	RLA Tenant Example(rlatenan)	rlaprop	5350 Passthru Property Tax	1,100.00		
					rlaprop	5310 Passthru Fire Sprinkler Serv.	165.00		
					rlaprop	5320 Passthru Insurance	823.00		
					rlaprop	5240 Passthru HVAC	140.00		
					rlaprop	5215 Passthru Roof Repair and Maint	300.00		
					rlaprop	5223 Passthru Alarm-fire sprinklers	285.00		
					rlaprop	5222 Passthru Alarm-burglar	148.00		
					rlaprop	5225 Passthru Door Repair	105.00		
					rlaprop	5436 Passthru Backflow Testing	340.00		
Grand Total							27,656.00		

Check Register -

Romano Litchfield & Associates

From Month = 10/2021, To Month = 10/2021

Control	Batch	Period	Date	Person	Property	Account	Amount	Reference	Notes
K-17716	7243	10/2021	10/20/2021	RLA Owner Example (rlaowner)	rlaprop	3400 Owner Draw	10,403.58	111	
K-17713	7240	10/2021	10/01/2021	RLA Vendor Example (rlavendor)	rlaprop	6260 Landscaping	250.00	108	Landscaping service for October 2021
K-17714	7241	10/2021	10/15/2021	RLA Vendor Example (rlavendor)	rlaprop	6320 Insurance	5,347.00	109	Property Insurance Increase for policy
K-17715	7242	10/2021	10/18/2021	RLA Vendor Example (rlavendor)	rlaprop	6300 Management	720.00	110	Property Management Fee for October 2021
K-17714	7241	10/2021	10/15/2021	RLA Vendor Example (rlavendor)	rlaprop	6240 HVAC (Heat, Ventilation, Air)	140.00	109	HVAC preventative maintenance performed
					rlaprop	6350 Property Tax	8,952.42	109	Property Tax Bill 2021 - 2022
					rlaprop	6220 Fire Sprinkler Repairs & Maint	165.00	109	Fire Sprinkler inspection services 10-1-2021
					rlaprop	6215 Roof Repairs & Maintenance	300.00	109	Annual roof maintenance service performed
					rlaprop	6211 Door Repair	105.00	109	Door preventative maintenance performed on
					rlaprop	6223 Alarm--fire sprinklers	285.00	109	Alarm - fire sprinkler services 10-1-2021 to 1-
					rlaprop	6222 Alarm--burglar	148.00	109	Alarm - burglar services 10-1-2021 to 1-1-
					rlaprop	6431 Backflow Testing	340.00	109	Annual backflow testing performed on 10-23-
Grand Total							27,156.00		