

Custom Rate Maintenance:

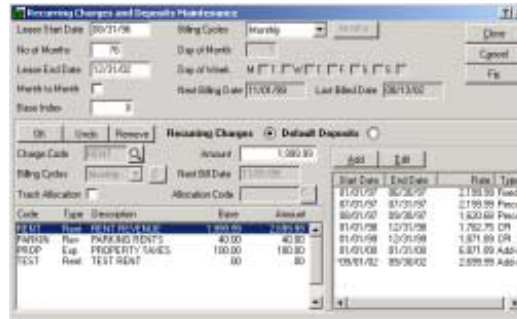
Custom Rate Maintenance allows managers to setup and track rent charges in great detail.

An unlimited number of escalations can be applied to a lease. To setup a change, a date range for the change must be entered along with the type of change. Each change will be tracked and maintained for later historical viewing. This information can be easily reviewed, tracked, and printed at the manager's convenience.

With each entry made, managers can indicate whether or not the Tenant has exercised the lease rate change or if it is a memo entry.

Calculation methods include:

- Fixed: adds a specified, fixed amount to the base rent.
- Percent: calculates the new rent from a specified percentage of the base rent.
- CPI: calculates on the Consumer Price Index.
- Add-on: calculates the rate change from the tenant's sales or gross profit.
- Versus: uses the same calculation as Add-on, but the new rent can be no less than the base rent.



The Min/Max area further customizes rent rate changes by defining minimum and maximum rate computations.

Quick Facts

- Setup rate changes in advance with date ranges that will automatically take effect on the beginning date
- Track and maintain information about the rate changes for each lease for easy review

Helpful Hints

- **Promotional Rents** When a change is entered, if the "Update Base Rent" option is not selected, the change is considered temporary. This is useful for promotional rate changes, such as first two months free, etc.

Reports with this data:

- Lease Abstract Report
- Detailed Rent Roll Report
- Summarized Rent Roll Report

Default Charges & Overrides

Tenant Maintenance - Custom Rate Maintenance

Custom Rate Maintenance allows for the creation of unlimited rate changes on a lease, sets date ranges for them, designates the type of change, and tracks them indefinitely.

With each entry made, managers have the option to indicate if a tenant chose to exercise lease rate changes or if it is a normal memo entry.

Add-on and Versus - Sales Changes

When calculating an escalation on the Add-on or Versus method, users can choose to calculate based on the tenant's Sales or Gross Profit. Using the information entered here, new rates will be assessed.

New Rate Override

Users also have the ability to manually override the New Rate Field. The system will automatically calculate the fixed and percent amounts necessary to reach the new rate amount.

CPI Adjustments

Users can schedule rent adjustments on CPI by comparing current CPI rates (in the form of codes) with the base rate (set above) or last year's rate. Index Code Maintenance allows

Min/Max Controls

Users can select to enable Min/Max controls on any calculation type to control the minimum and maximum rent rate computations.

PM Tip

Use Custom Rate Maintenance to set up escalations and one-time or date sensitive changes in rent. Also setup special one-time Move-In charges for tenants.

