

LEASE ACCOUNTING SHEET

LESSOR: _____
ADDRESS: _____

LESSEE: _____

IS THIS A KEYES LISTING: YES _____ NO: _____
PROPERTY ADDRESS: _____
SUBDIVISION / DEVELOPMENT NAME: _____

LEASE TERM: _____ TO _____ RENTAL RATE: \$ _____

GROSS LEASE AMOUNT: \$ _____ KEYES COMMISSION: \$ _____

INITIAL ESCROW DEPOSIT: \$ _____
TOURIST TAX: (IF APPLICABLE) \$ _____
PET DEPOSIT: (IF APPLICABLE) \$ _____
ADDITIONAL DEPOSIT: \$ _____
TOTAL DEPOSITS: \$ _____

ESCROW DEPOSITS HELD BY: _____

NOTE: TOURIST TAX PALM BEACH COUNTY: 11.5% / BROWARD COUNTY: 11% / LEASES LESS THAN 6 MONTHS / TOURIST TAX APPLICABLE.

NOTE: MANDATORY ADMINISTRATIVE FEE OF \$50.00 DUE ON ALL KEYES TRANSACTIONS.

DISBURSEMENT OF FUNDS

LISTING OFFICE: _____ \$ _____
ADDRESS: _____ ADMIN FEE: _____
_____ \$ _____
AGENT NAME: _____

LEASING OFFICE: _____ \$ _____
ADDRESS: _____ ADMIN FEE: _____
_____ \$ _____
AGENT NAME: _____

AMT DUE LESSOR / CO-BROKER AFTER COMMISSIONS: \$ _____
