



Lease Expense Reconciliations Computer Lab Case Studies – Part 3 LEARNING WORKSHOP

TREC CE Approved for 4 hours Course #35778 Provider #9907

Course Description

This course builds on the content from Part 1 “Lease Expense Reconciliations and Development CAM Pools” and “Understanding CAPS in Lease Expense Reconciliations” workshops. It is targeted to the real estate professional who has a solid understanding of commercial real estate acumen and lease clauses who needs help understanding how to build and develop expense pools in Excel.

Workshop Content

- + Usable vs. Rentable square feet
- + Learn how to calculate Pro Rata Share
- + Learn how to calculate Load Factor
- + Define Expense Stop vs. Base Stop and NNN
- + Define Gross Ups (Fixed, Semi-Variable and Variable)
- + Learn how to adjust expenses for Occupancy
- + Preparation of Escalation Billings
- + Bill back Capital Expenditures and Amortization
- + Learn how to model lease caps
- + Discuss billing and communicating with Tenants

Format

Participants will bring a laptop to the workshop with Microsoft Excel installed and ready to review several case studies with already built lease expense and CAM reconciliation worksheets. The workshop includes cases from office, industrial and retail properties.

Learning Objectives

At the conclusion of this session, attendees will possess a comprehensive understanding of how they may develop a lease expense and CAM reconciliation worksheet for their leases and will leave with referenceable excel files and a workbook to use year after year when developing lease expense pools.

Instructor

Julie Brand Lynch, Managing Partner of LYNOUS Talent Management, uses proven methods for teaching adult learners. She has taught for some of the top real estate programs in the country to include: SMU, TCU, UNT, Clemson and Johns Hopkins Universities.

Date: Thursday – December 19, 2019

Time: 8:30 a.m. to 12:30 p.m.

Training Location: 6860 N. Dallas Parkway, Ste. 200
Plano, TX 75024

Learning Investment: \$295 per person

