[Your Address]

[Date]

**[Property Name] LLC Overview for [Time Period] [Year]**

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| **Property Name:** XYZ Apartments | **Owner:** XYZ Apartments LLC (“XYZ”)**Manager:** Acme Management Co. |
| **Address:** 123 Any StreetCity, State 00000 | **No. of Residential Units:**  |
| **Purchase Date:**  | **Loan Terms:** X-year term; XX-year amortization; X.Y% fixed interest rate; 00% loan-to-value |
| **Membership Units in [XYZ]:** \_\_ Class A Units\_\_ Class B Units | **Membership Breakdown:**AA: 1 Class A UnitBB: 1 Class A UnitCC: 1 Class A UnitDD: 1 Class A UnitEE: 10 Class A UnitsSponsor: 17 Class B UnitsCredit Partner: 3 Class B Units |
| **Class A Preferred Return Percentage:** \_% per annum | **Class A Preferred Return Amount:** $--,--- per annum ($-,---/unit) |
| **Distributions to Class A for [this year]:**$--,000 (-.0% annualized return)$-,000 per unit | **Distributions to Class A Since Closing:**$--,--- (--% on annualized basis)$-,--- per unit |
| **Distribution Schedule:** Quarterly | **Next Planned Distribution Date:**  |
| **Reported Major Incidents on Property in Quarter:** None  |
| **Most Recent Reported Occupancy:** |  |
| **Major Extraordinary Expense Items for Quarter:**  |
| **Upcoming Extraordinary Expense Items:**  |
| **Overall Commentary:**Operations: Capital Issues: Personnel Issues:Owner Distributions:  |
| **Attachments:** Financials from Property Management Co. |