

# SKYLINE<sup>®</sup>

## Escalations & Recoveries



**SKYLINE Escalations & Recoveries is the quickest, easiest and most accurate way to calculate, schedule and invoice escalations and reconciliations.**

Combining the speed of real-time access to SKYLINE data with the simplicity of a spreadsheet, SKYLINE Escalations & Recoveries creates, calculates and schedules complex escalations and pass-throughs, such as CAM charges, taxes, insurance and CPI increases.

### SKYLINE Escalations & Recoveries Features

- Automatically create, calculate and schedule complex Escalations
- Provides direct, real-time access to SKYLINE Property Management & Financial Data
- Unique spreadsheet includes “built-in” custom formulas which automatically retrieve data required to create recovery calculations
- Charges are automatically written back to the occupant charge schedule
- Dynamically transfer updated escalation calculations to occupant files
- Instantly prorate escalations for mid-period tenant activities
- Automatically update tenant charges based on calculations
- Select unique expense pools from a pop-up window
- Perform time-sensitive reconciliations with a single command
- Create automated, personalized and detailed tenant escalation letters within SKYLINE

### SKYLINE Escalations & Recoveries Benefits

- Spreadsheet formulas create the most accurate billing possible
- Seamlessly handles prorated escalations
- Bill and recover escalations faster & recover expenses quicker to maximize cash flow
- Timely, accurate billing provides detailed expense information necessary to satisfy tenant inquiries
- Automatically include escalations in your monthly billing cycle
- Automatically update related records in a tenant’s schedule of charges
- Update the tenant billing records with a single keystroke
- Quick and Easy to Use...Set up new calculations and worksheets in minutes
- Your Year-End Reconciliation Process will be completed much faster using SKYLINE Escalations & Recoveries allowing you to recognize revenue from billings

Column	1	2	3	4	5	6	7	8	9	10
	Tenant of Clothing Corp									
	1000 Broadway									
	Palo Alto, CA 94304									
	<b>RECOVERABLE EXPENSES BUDGET</b>									
	COLLEGE	124,800.00		PRORATA SHARE	271,864.30					
	JANITORIAL	0.00		CAP PER SQUARE FOOT	2.20					
	LEASE RENEWAL	72,750.00		SQUARE FEET	80,000.00					
	MONITORING	8,400.00		CAP AMOUNT	AMOUNT OVER UNDER	(94,084.30)				
	RENOVATION	17,832.00								
	RETENANCING	4,200.00								
	SOFT FLOORING GROUP RENEWAL	102,400.00								
	PLANT SERVICE	4,200.00								
	CONTRACT SERVICES	66,632.00		BUDGET AMOUNT DUE	176,880.00					
	RECORDS SERVICE	90,000.00								
	REPAIRS & MAINTENANCE	421,754.04		NEW MONTHLY CAM	1,408.67					
	GENERAL BUILDING EXPENSES	802,000.00		NEW MONTHLY TAX	1,408.60					
	<b>TOTAL RECOVERABLE EXPENSES</b>	<b>2,280,982.00</b>		REAL ESTATE TAX ADJUSTMENT	1,200.00					
	TENANT'S PRORATA PERCENTAGE	0.00								
	TENANT'S PRORATA SHARE	271,864.30								
	TAX RECONCILIATION	132,000.00								
	of PRORATA SHARE	13,788.00								
	LESS TAX SHARE	4,700.00								
	LESS TAX BELIEF	8,600.00								