Free preview — Rent & Property Manager

These are screenshots of the real spreadsheet with example numbers. Everything in white calculates automatically; you only type in the yellow cells. Works in Excel, Google Sheets and LibreOffice.

Summary — occupancy, rent received, expenses and net income

Rent & Property Manager

Rent & property summary

Change the year in B4 to see any year.

Year	2,026	Units overdue	**1**	
		Due in 30 days	**2**	
		Vacant units	**1**	

Property	Units	Occupied	Vacant	Rent roll / yr (₦)	Rent received in year (₦)	Other income in year (₦)	Expenses in year (₦)	Net income (₦)	Occupancy
Palm Court, Yaba	4	3	1	₦4,200,000	₦1,650,000	₦150,000	₦700,000	₦1,100,000	75%
Ugwu Lodge, Nsukka	2	2	0	₦720,000	₦210,000	₦0	₦85,000	₦125,000	100%

Summary

Units & tenants — overdue rent turns red

Rent & Property Manager

Units & tenants

One row per flat, shop or room. Status updates automatically from the next due date.

Unit ID	Property	Tenant	Phone	Rent per period (₦)	Paid every	Rent per year (₦)	Service charge / yr (₦)	Caution deposit (₦)	Lease start	Next rent due	Days to due	Status
Palm Court – Flat 1	Palm Court, Yaba	Mr Eze	0803 111 0001	₦1,200,000	Year	₦1,200,000	₦150,000	₦1,200,000	01/03/2026	01/03/2027	101	OK
Palm Court – Flat 2	Palm Court, Yaba	Mrs Adeyemi	0803 111 0002	₦1,200,000	Year	₦1,200,000	₦150,000	₦1,200,000	01/12/2025	01/12/2026	11	Due soon
Palm Court – Flat 3	Palm Court, Yaba			₦1,200,000	Year	₦1,200,000	₦150,000					Vacant
Palm Court – Shop A	Palm Court, Yaba	Bola Pharmacy	0803 111 0004	₦450,000	Quarter	₦1,800,000	₦0	₦300,000	15/01/2026	15/10/2026	-36	Overdue
Ugwu Lodge – Room 1	Ugwu Lodge, Nsukka	Chika (student)	0803 111 0005	₦180,000	Half-year	₦360,000	₦0	₦50,000	01/09/2026	01/03/2027	101	OK
Ugwu Lodge – Room 2	Ugwu Lodge, Nsukka	Ifeanyi (student)	0803 111 0006	₦30,000	Month	₦360,000	₦0	₦30,000	01/09/2026	01/12/2026	11	Due soon

Units & tenants

Get the full spreadsheet

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