

HOTEL/MOTEL INCOME QUESTIONNAIRE
FOR THE 36 MONTHS FROM: 2023 TO 2025

PROPERTY AND OWNERSHIP INFORMATION:

- Name and Location of Property:
- Owner and Address of Record:

TOTAL NUMBER OF RENTABLE ROOMS _____ **NUMBER OF PARKING SPACES** _____

AVERAGE RATE/ROOM/DAY	2023	2024	2025
AVERAGE NUMBER OF ROOMS OCCUPIES/DAY	\$	\$	\$
PERCENTAGE OF OCCUPANCY FOR THE YEAR			
REVPAR (REVENUE PER AVAILABLE ROOM)	\$	\$	\$

TOTAL # OF BEDS _____ **ANNUAL OCCUPANCY RATE** _____

ANNUAL INCOME AND EXPENSES: ACTUAL INCOME & EXPENSES ARE REQUIRED. AN ITEMIZED COMPUTER PRINTOUT MAY BE ATTACHED IN LIEU OF FILLING OUT THIS SECTION, SUBJECT TO REVIEW.

REVENUE FROM OPERATIONS:	2023	2024	2025
1. ROOM RENTALS	\$	\$	\$
2. FOOD & BEVERAGE	\$	\$	\$
3. OTHER INCOME (LIST)	\$	\$	\$
4. RETAIL TENANTS (LIST)	\$	\$	\$
DEPARTMENTAL EXPENSES: (COST OF GOODS SOLD, DEPARTMENTAL WAGES, ETC.)	2023	2024	2025
5. ROOMS	\$	\$	\$
6. FOOD & BEVERAGE	\$	\$	\$
7. OTHER COSTS (LIST)	\$	\$	\$
UNALLOCATED EXPENSES:			
8. ADMINISTRATIVE COSTS (LIST)	\$	\$	\$
9. MARKETING	\$	\$	\$
10. ELECTRICITY & UTILITIES	\$	\$	\$
11. MAINTENANCE & REPAIRS (LIST)	\$	\$	\$
12. INSURANCE	\$	\$	\$
13. MANAGEMENT FEE	\$	\$	\$
14. FRANCHISE FEE	\$	\$	\$
OTHER EXPENSES:			
15. REAL ESTATE TAXES	\$	\$	\$
16. BUILDING DEPRECIATION	\$	\$	\$
17. MORTGAGE INTEREST PAYMENT	\$	\$	\$
18. RESERVES FOR REPLACEMENTS (LIST)	\$	\$	\$
19. CAPITAL EXPENDITURES (LIST)	\$	\$	\$
20. FURNITURE, FIXTURES & EQUIPMENT TOTAL VALUES	\$	\$	\$
21. OTHER INTANGIBLE VALUES ASSIGNED	\$	\$	\$

MORTGAGE/SALES INFORMATION:

1. IS THERE A CURRENT MORTGAGE ON THE PROPERTY? Yes _____ No _____ IF YES, PLEASE PROVIDE THE FOLLOWING DATA:

Name of Mortgagee	
Loan Amount	
Monthly Payment	
Interest Rate	
Term of Mortgage	

2. PLEASE PROVIDE: DATE PURCHASED _____ CONSIDERATION _____

3. IS THERE A LEASE OR MANAGEMENT AGREEMENT? Yes _____ No _____
 IF SO, SUMMARIZE THE TERM AND CONDITIONS OF THE AGREEMENT TYPE: _____ MANAGEMENT _____ LEASE _____ SALE-LEASEBACK
 LESSEE OR MANAGEMENT COMPANY: _____ DATE _____ TERM _____ FEE _____

4. PLEASE SUMMARIZE THE TERMS AND CONDITIONS OF THE FRANCHISE AGREEMENT:
 FRANCHISE CO. _____ DATE _____ TERM _____ FEE _____

5. PERSONAL PROPERTY ACCOUNT NUMBER _____ ENTITY NAME _____

I DECLARE, UNDER THE PENALTIES OF PERJURY, THAT THE CONTENTS OF THIS FORM AND ALL THE ACCOMPANYING SCHEDULES AND STATEMENTS HAVE BEEN EXAMINED BY ME AND ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

 Owner's Signature Title of Signer Date

 Print/Type Name of Signer Phone Number Email