

# HOTEL/MOTEL

INCOME QUESTIONNAIRE FOR 36 MONTHS:

FROM 2009 TO 2011

NAME AND LOCATION OF PROPERTY

OWNER AND ADDRESS OF RECORD

Total Number of Rentable Rooms: \_\_\_\_\_

Number of Parking Spaces: \_\_\_\_\_

	2011	2010	2009
Average Annual Rate/Room/Day	\$ _____	_____	_____
Average Number of Rooms Occupied/Day	\$ _____	_____	_____
Percentage of Occupancy for Year	\$ _____	_____	_____
<b><u>ANNUAL INCOME:</u></b>			
1. Room Rentals	\$ _____	_____	_____
2. Food	\$ _____	_____	_____
3. Beverages	\$ _____	_____	_____
4. Telephone Service	\$ _____	_____	_____
5. Other Income (Attach List)	\$ _____	_____	_____
6. Retail Tenant (Attach List)	\$ _____	_____	_____
7. TOTAL (Lines 1 - 6)	\$ _____	_____	_____
<b><u>EXPENSES:</u> Cost of Goods Sold, Departmental Wages and Expenses</b>			
8. Rooms	\$ _____	_____	_____
9. Food and Beverages	\$ _____	_____	_____
10. Telephone Services	\$ _____	_____	_____
11. Other Costs (Attach Itemized List)	\$ _____	_____	_____
12. Total Departmental Expenses (Lines 8 - 11)	\$ _____	_____	_____
13. Gross Operating Income (Line 7 minus Line 12)	\$ _____	_____	_____
<b><u>UNALLOCATED EXPENSES:</u></b>			
14. Administrative & General Expenses	\$ _____	_____	_____
15. Marketing	\$ _____	_____	_____
16. Energy	\$ _____	_____	_____
17. Property Operations & Maintenance	\$ _____	_____	_____
18. Fire Insurance & Extend. Coverage	\$ _____	_____	_____
19. Management Fee	\$ _____	_____	_____
20. Total Unallocated Expenses (Lines 14 - 19)	\$ _____	_____	_____
21. NOI (Line 13 minus Line 20)	\$ _____	_____	_____
22. Real Estate Taxes	\$ _____	_____	_____
23. Mortgage Payment	\$ _____	_____	_____
24. Building Depreciation	\$ _____	_____	_____
25. Capital Expenditure (List)	\$ _____	_____	_____
26. Furn., Fixtures & Equip. Total Values	\$ _____	_____	_____
27. Return on Furn., Fixtures & Equip.	\$ _____	_____	_____
28. Return of Furn., Fixtures & Equip	\$ _____	_____	_____

## **MORTGAGE/SALES INFORMATION:**

1. Is there a current mortgage on this property? Yes \_\_\_\_\_ No \_\_\_\_\_

2. If Yes, please provide the following data:

_____	_____	_____
Name of Mortgagee	Mortgage Amount	Interest Rate
_____	_____	_____
Term of Mortgage	Date 1 <sup>st</sup> Payment	Monthly Payment

3. Please provide: Date Purchased \_\_\_\_\_ Consideration \_\_\_\_\_

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.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title of Signer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print/Type Name of Signer

\_\_\_\_\_  
Phone Number

RP-61 (Rev. 12/03 rs)