

## HOTELS, MOTELS AND RESORTS

**NAME OF PROPERTY:** \_\_\_\_\_

COUNTY \_\_\_\_ BOOK \_\_\_\_ MAP \_\_\_\_ PARCEL \_\_\_\_\_ (IF THIS IS AN ECONOMIC UNIT, LIST THE LEAD PARCEL)

TOTAL NO. OF ROOMS: \_\_\_\_\_ RESTAURANT: YES      NO      LOUNGE: YES      NO

MEETING ROOMS: YES      NO

AVERAGE DAILY RATE = \$ \_\_\_\_\_. ATTACH COPY OF CURRENT ROOM/RENT RATES IF AVAILABLE.

INCOME DATA SUMMARY: PROVIDE LATEST THREE YEAR HISTORY.

ANNUAL OCCUPANCY RATE FOR THE PAST THREE YEARS:

LAST YEAR: \_\_\_\_\_% SECOND YEAR: \_\_\_\_\_% THIRD YEAR: \_\_\_\_\_%

	Last Year	Two Years Ago	Three Years Ago
	Year: _____	Year: _____	Year: _____
POTENTIAL GROSS INCOME (100% OCCUPANCY) =	\$ _____	\$ _____	\$ _____
VACANCY AND COLLECTION LOSS (ACTUAL)	- _____	- _____	- _____
ADJUSTED GROSS INCOME	= _____	_____	_____
FOOD AND BEVERAGE INCOME	+ _____	+ _____	+ _____
TELEPHONE INCOME	+ _____	+ _____	+ _____
OTHER INCOME (SERVICE, MISC., ETC.)	+ _____	+ _____	+ _____
EFFECTIVE GROSS INCOME	= _____	_____	_____
TOTAL OF ALL EXPENSES	- _____	- _____	- _____
NET OPERATING INCOME	= \$ _____	\$ _____	\$ _____

**NOTE: IF THE PROPERTY IS SUBJECT TO A TIMESHARE PLAN (IN WHOLE OR IN PART) REFER TO A.R.S. §§ 42-13451 THROUGH 42-13454.**

ADDITIONAL INFORMATION / REMARKS

NOTE: Any additional information or documents that support the filed income and expense data may be submitted with this form.

## HOTELS, MOTELS AND RESORTS EXPENSE DATA

PROVIDE THREE YEAR HISTORY

NOTE: FOR PROPER ANALYSIS, ALL EXPENSES REPORTED SHOULD BE THE **ACTUAL** AMOUNT INCURRED EACH YEAR.

**DISALLOWED EXPENSES:** DEPRECIATION, MORTGAGE DEBT SERVICE and PROPERTY TAX (effective tax rate will be added to the capitalization rate).

	Last Year Year _____	Two Years Ago Year: _____	Three Years Ago Year: _____
<b><u>DEPARTMENTAL EXPENSES</u></b>			
ROOM EXPENSES	\$ _____	\$ _____	\$ _____
FOOD AND BEVERAGE EXPENSES	_____	_____	_____
TELEPHONE EXPENSES	_____	_____	_____
OTHER (DESCRIBE: _____)	_____	_____	_____
<b><u>ADMINISTRATIVE EXPENSES</u></b>			
MANAGEMENT FEES	_____	_____	_____
FRANCHISE FEES	_____	_____	_____
ADVERTISING / PROMOTION	_____	_____	_____
ADMINISTRATIVE / SALARIES	_____	_____	_____
<b><u>PROPERTY OPERATING EXPENSES</u></b>			
UTILITIES	_____	_____	_____
INSURANCE	_____	_____	_____
BLDG. MAINTENANCE AND REPAIRS	_____	_____	_____
PARKING LOT AND COMMON AREA	_____	_____	_____
SERVICE CONTRACTS	_____	_____	_____
JANITORIAL	_____	_____	_____
SUPPLIES	_____	_____	_____
OTHER (DESCRIBE: _____)	_____	_____	_____
<b><u>MAJOR REPLACEMENTS / REPAIRS</u></b> (From Pg. 3)	_____	_____	_____
<b>TOTAL OF ALL EXPENSES =</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>\$ _____</b>

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**LAST YEAR**

**MAJOR REPLACEMENT / REPAIRS**

	DATE (MO / YR)	TOTAL COST	÷	AVG. LIFE (YRS)	=	ANNUAL AMT.
HEATING / COOLING	_____	\$ _____	÷	_____	=	\$ _____
ROOFING	_____	\$ _____	÷	_____	=	\$ _____
FLOOR COVERINGS	_____	\$ _____	÷	_____	=	\$ _____
APPLIANCES / WATER HEATER	_____	\$ _____	÷	_____	=	\$ _____
PAINTING (MULTI-UNIT)	_____	\$ _____	÷	_____	=	\$ _____
OTHERS						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
				TOTAL FOR LAST YEAR	=	\$ _____

**TWO YEARS AGO**

**MAJOR REPLACEMENT / REPAIRS**

	DATE (MO / YR)	TOTAL COST	÷	AVG. LIFE (YRS)	=	ANNUAL AMT.
HEATING / COOLING	_____	\$ _____	÷	_____	=	\$ _____
ROOFING	_____	\$ _____	÷	_____	=	\$ _____
FLOOR COVERINGS	_____	\$ _____	÷	_____	=	\$ _____
APPLIANCES / WATER HEATER	_____	\$ _____	÷	_____	=	\$ _____
PAINTING (MULTI-UNIT)	_____	\$ _____	÷	_____	=	\$ _____
OTHERS						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
				TOTAL FOR TWO YEARS AGO	=	\$ _____

**THREE YEARS AGO**

**MAJOR REPLACEMENT / REPAIRS**

	DATE (MO / YR)	TOTAL COST	÷	AVG. LIFE (YRS)	=	ANNUAL AMT.
HEATING / COOLING	_____	\$ _____	÷	_____	=	\$ _____
ROOFING	_____	\$ _____	÷	_____	=	\$ _____
FLOOR COVERINGS	_____	\$ _____	÷	_____	=	\$ _____
APPLIANCES / WATER HEATER	_____	\$ _____	÷	_____	=	\$ _____
PAINTING (MULTI-UNIT)	_____	\$ _____	÷	_____	=	\$ _____
OTHERS						
(DESCRIBE: _____ _____)	_____	\$ _____	÷	_____	=	\$ _____
				TOTAL FOR THREE YEARS AGO	=	\$ _____

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