

City of Danbury Assessor's Office
Hotel and Motel
Income and Expense Survey for Calendar Year 2019

Information provided is CONFIDENTIAL, in accordance with Connecticut Law.

Property Name (if applicable) _____
 Property Address _____
 Form Preparer/Position _____
 Telephone Number _____

General Data

Number of Available Rooms _____

<u>Room Configuration (number of rooms in each category) / Rates</u>			
	<u># Units</u>	<u>Rent/day/unit</u>	<u>Rent/week/unit</u>
Single	_____	_____	_____
Double	_____	_____	_____
King	_____	_____	_____
Suite	_____	_____	_____
Other	_____	_____	_____

Annual Occupancy _____

Annual Average Daily Rate (ADR) \$ _____

	<u>Segmentation of Annual Occupancy</u>				<u>Total</u>
	<u>Transient</u>	<u>Corporate</u>	<u>Group</u>	<u>Other</u>	
Percentage of Annual Occupancy	_____	_____	_____	_____	100 %
ADR for Segment	_____	_____	_____	_____	_____

Annual Department Revenue:

Rooms \$ _____
 Conference Facilities \$ _____
 Food and Beverage \$ _____
 Telephone \$ _____
 Minor Operated Departments \$ _____
 Miscellaneous Rentals and Other Income \$ _____

Total Annual Revenue \$ _____

(Hotel and Motel Cont'd.)

2019 Annual Costs and Expenses:

Rooms	\$ _____
Food and Beverage	\$ _____
Telephone	\$ _____
Minor Operated Departments	\$ _____
Leased Equipment	\$ _____
Administrative, Legal, Accounting	\$ _____
Marketing	\$ _____
HVAC	\$ _____
Property Operation and Maintenance	\$ _____
Total Operating Expenses	\$ _____ (2)

Gross Operating Profit (1 – 2)	\$ _____ (3)
Management Fees	\$ _____ (4)

Fixed Operating Charges:

Real Estate Taxes	\$ _____
Personal Property Taxes	\$ _____
Property Insurance	\$ _____
Reserve for Capital Replacement	\$ _____
Total Fixed Charges	\$ _____ (5)

Income Before Other Fixed Charges¹ (3 – 4 – 5) \$ _____

Total Number of Room Nights Available in 2019 _____

Total Number of Room Nights Sold in 2019 _____

Comments or Additional Information (may be attached):

Return to the Assessor's office by August 15, 2020 to avoid a 10% Assessment Penalty.

_____/_____
Signature/Position Date

¹ Income before deducting Depreciation, Rent, Interest, Amortization and Income Taxes.