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COMMONWEALTH OF VIRGINIA

COUNTY OF LOUDOUN

OFFICE OF THE COMMISSIONER OF THE REVENUE

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ROBERT S. WERTZ, JR.
COMMISSIONER

SUSAN BREEN
CHIEF DEPUTY

Loudoun County Golf Course Income and Expense Survey
2019 Assessment Valuation

Parcel Identification Number (PIN):

GENERAL PROPERTY INFORMATION			
Accounting Period:	From: January 1st 2017	To: December 31st 2017	
Project Name:			
Property Address:			
Property Type:			
Has there been an appraisal done on this property in the last three years?		Please indicate date and value:	DATE VALUE

The Income and Expense information MUST be placed on this form. Please attach a rent roll if applicable. Supplemental information such as operating statements can be included. If you should have any questions or need assistance, please contact the appraiser listed on this survey.

OFFICIAL REQUEST: TITLE 58.1-3294 CODE OF VIRGINIA - Each statement shall be certified as to its accuracy by an owner of the real estate for which the statement is furnished, or a duly authorized agent thereof. Any statement required by this section shall be kept confidential in accordance with the provisions of § 58.1-3. The failure of the owner of income-producing property, except property producing income solely from the rental of no more than four dwelling units, and except property being used exclusively as an owner-occupied property, not as a hotel, motel, or office building over 12,000 square feet, and not engaged in a retail or wholesale business where merchandise for sale is displayed, to furnish a statement of income and expenses as required by this section shall bar such owner or his representative from introducing into evidence, or using in any other manner, any of the required but not furnished income and expense information in any judicial action brought under § 58.1-3984.

A	DEBT SERVICE INFORMATION					
	(Within the past five (5) years)					
	Loan Amount	**Loan Date**	**Term**	**Interest Rate %**	**Payment (P&I)**	**Payment Frequency (Month/Year/Other)**

B	ANNUAL INCOME			
	Income for Year	**2017**	**2016**	**2015**
	1. Golf Membership Dues:	$	$	$
	2. Interest Income (include interest from initiation fees):	$	$	$
	3. Other Membership Dues:	$	$	$
	4. Greens Fees:	$	$	$
	5. Cart Rental Income:	$	$	$
	6. Food & Beverage:	$	$	$
	7. Pro Shop:	$	$	$
	8. Driving Range Income:	$	$	$
	9. Tennis & Pool Income:	$	$	$
	10. Telecommunications Income from Monopoles/Tower:	$	$	$
	11. Other Rental Income (Describe):	$	$	$
	12. Miscellaneous Income (Describe):	$	$	$
	13. Total Annual Income:	$0	$0	$0

C				
	Have there been any tenant improvements during this reporting period?		Please indicate sq. ft. and cost	SQ. FT. COST
	Capital Improvements: Investments in remodeling or replacements that materially add to the value of the property, or appreciably prolong its economic life.			

D	ANNUAL OPERATING EXPENSES			
	Golf Course Operations	**2017**	**2016**	**2015**
	1. Payroll	$	$	$
	2. Supplies and Services	$	$	$
	3. Golf Cart Leasing	$	$	$
	4. Driving Range	$	$	$
	5. Pro Shop	$	$	$
	6. Other (Describe)	$	$	$
	7. Total	$0	$0	$0

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	Food and Beverage	2017	2016	2015
E	1. Payroll and Benefits	$	$	$
	2. Supplies and Services	$	$	$
	3. Other (Describe)	$	$	$
	4. Total	$0	$0	$0

	Utilities	2017	2016	2015
F	1. Water and Sewer	$	$	$
	2. Electricity	$	$	$
	3. Other (Describe)	$	$	$
	4. Total	$0	$0	$0

	Maintenance and Repair	2017	2016	2015
G	1. HVAC Repairs	$	$	$
	2. Electric/Plumbing	$	$	$
	3. Elevator Repairs	$	$	$
	4. Roof Repairs	$	$	$
	5. Pool/Tennis/Recreation	$	$	$
	6. Common Area/Exterior	$	$	$
	7. Decorating	$	$	$
	8. Total	$0	$0	$0

	Management and Administration	2017	2016	2015
H	1. Management Fees	$	$	$
	2. Other Administrative/Payroll	$	$	$
	3. Total	$0	$0	$0

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I	Service Contract	2017	2016	2015
	1. Janitorial	$	$	$
	2. Landscaping	$	$	$
	3. Trash	$	$	$
	4. Security	$	$	$
	5. Window Cleaning	$	$	$
	6. Snow Removal	$	$	$
	7. Other Services (Describe)	$	$	$
	8. Total	$0	$0	$0

J	Insurance and Taxes	2017	2016	2015
	1. Insurance (one year):	$	$	$
	2. Other Taxes, Fees, HOA*	$	$	$
	3. Total	$0	$0	$0

*Do not include real estate taxes.

K	ANNUAL OPERATING EXPENSES SUBTOTAL			
	1. Total (all lines)	$	$	$

L	TAXES AND INSURANCE		
	Amount paid in taxes and insurance for the reporting period only.		
	1. Tangible Business Property Tax paid to Loudoun County:	$	
	2. Business License Tax:	$	
	3. Building Insurance:	$	
	4. Other (Describe):	$	
	5. Total Tax and Insurance:		$0

M	REAL ESTATE TAXES AND RESERVES		
	Amount paid in real estate taxes for this reporting period. This should reflect any adjustments made in the assessment for the period.		
	1. Real Estate Taxes:	$	
	2. Reserves for Replacement (Please Itemize):	$	
	3. Total Real Estate Taxes and Reserves:	$0	

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N	TOTAL TAXES, INSURANCE, AND RESERVES		
	1. Total Taxes, Insurance, and Reserves:		$0

O	BASIC INFORMATION				
			2017	2016	2015
	1. How many rounds were played annually?	Weekday:			
		Weekend:			
	2. What are the greens fees for a full round?	Weekday:			
		Weekend:			
	3. How many total rounds were weekend rounds?	Weekday:			
		Weekend:			
	4. How many of the rounds listed above include carts rented:	Weekday:			
		Weekend:			

P	MEMBERSHIP INFORMATION				
			2017	2016	2015
	1. Number of full golf members?:	A) Individual			
		B) Family			
	2. Annual Dues?:	A) Individual			
		B) Family			
	3. Other Membership Types (Describe):	A)			
		B)			
		C)			
	4. Other Membership Type Annual Dues?:	A)			
		B)			
		C)			

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Course Characteristics	
Features:	
Number of Tee Boxes per Hole:	
Width of Fairways:	
Water Source:	
Type of Irrigation:	
Number of Water Hazards	
Number of Bunkers	
Longest Yardage:	
Par:	
Number of Holes:	
Course Length:	

CERTIFICATION

All information including the accompanying schedules and statements have been examined by me and to the best of my knowledge and belief are true, correct, and complete.

Name of Owner:	
Name of Management Company:	
Address:	
Contact Person:	
Phone Number:	
Phone Number:	
Email Address:	
Date:	
Signature (Required):	
Print Name:	

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