**HOTEL/ MOTEL PROPERTY**

INCOME QUESTIONNAIRE FOR THE 36 MONTHS FROM 1/1/2021 TO 12/31/2023

# «PROPERTY\_NAME» «OWNER\_OF\_RECORD»

«ADDRESS\_OF\_PROPERTY» «TAX\_ACCOUNT\_s»

Total Number of Rentable Rooms: \_\_\_\_\_\_\_\_\_\_\_Number of Parking Spaces: \_\_\_\_\_\_\_\_\_\_\_

**2021 2022 2023**

Average Annual Rate/Room/Day $

Average Number of Rooms Occupied/Day $

SEE ATTACHED FINANCIALS

Percentage of Occupancy for Year $

**ANNUAL INCOME:**

1. Room Rentals $

2. Food and Beverage s $

3. Other Income (Attach List) $

4. Retail Tenant (Attach List) $

5. Totals (Lines 1 – 4) $

**DEPARTMENTAL EXPENSES:**

6. Rooms $

7. Food and Beverages $

8. Other Costs (Attach Itemized List) $

9. Total (Lines 6 – 8) $

10. Gross Operating Income (Line 5 minus Line 9) $

**UNALLOCATED EXPENSES:**

11. Administrative & General Expenses $

12. Marketing $

13. Electricity & Utilities $

14. Maintenance & Repairs $

15. Insurance $

16. Management Fee $

17. Franchise Fees $

18. Total (Lines 11 – 17) $

19. NOI (Line 10 minus Line 18) $

**OTHER EXPENSES:**

20. Real Estate Taxes $

21. Mortgage Payment $

22. Building Depreciation $

23. Capital Expenditure (List) $

24. Furn., Fixtures & Equip. Total Value $

25. Return on Furn., Fixtures & Equip. $

26. Return of Furn., Fixtures & Equip. $

## MORTGAGES/SALES INFORMATION

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

2. If “yes,” please provide the following data: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Mortgage Mortgage Amount

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interest Rate Term of Mortgage Date 1st Payment Monthly Payment

3. Please Provide Date Purchased \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Consideration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Is there a lease or management agreement? If so, please summarize the terms and conditions of agreement:

TYPE: ( ) SALE-LEASEBBACK ( ) LEASE ( ) MANAGEMENT

OTHER ( ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LEASE OR MANAGEMENT CO. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE \_\_\_\_\_\_\_ TERM \_\_\_\_\_\_\_ FEE \_\_\_\_\_\_\_\_\_\_\_

5. Is there a franchise agreement? Please summarize the terms and conditions of agreement:

Franchise or Management Co, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE \_\_\_\_\_\_\_ TERM \_\_\_\_\_\_\_ FEE \_\_\_\_\_\_\_\_\_\_\_

6. Personal Property Account Number\_\_\_\_\_\_\_\_\_\_\_\_\_ Entity Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I declare, under the penalties of perjury, that the contents of this form and 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 Name of Signer Telephone Number

«CLIENT\_NAME» «CLIENTMATTER\_» «ATTORNEY»