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INCOME AND EXPENSE STATEMENT FOR HOTELS AND MOTELS

For Year Ended 12/31/2023

Alternate Key: _____ Partial Owner Occupancy: _____ %
 Parcel ID: _____
 Owners Name: _____
 Property Address: _____

Property Type	Total Room Count	Average Occupancy	Average Daily Rate	REVPAR
Full Service				
Limited Service				
Extended Stay				
Other (Specify)				

2023 Operating Revenue

1.) Rooms		1
2.) Food and Beverage		2
3.) Miscellaneous Income (Includes telecommunications, resort fees, lease income, etc.)		3
4.) Other (please explain) _____		4
5.) TOTAL OPERATING REVENUE		5

2023 Expenses

6.) Management Fees	<input type="text"/> %	6
7.) Franchise Fees		7

Departmental Expenses

8.) Rooms		8
9.) Food and Beverage		9
10.) Miscellaneous (Including Telecommunications, etc.)		10
11.) Administrative (Advertising, Legal, Payroll, Accounting, etc.) and General		11
12.) Marketing and Sales		12
13.) Utilities		13
14.) Operations and Maintenance		14
15.) Other Expenses (please explain) _____		15
16.) Real Estate Taxes		16
17.) Insurance Premiums		17
18.) Reserves for Replacement	<input type="text"/> %	18
19.) Tangible Personal Property Taxes		19
20.) Other Taxes		20
21.) Lease Expense (if any)		21
22.) Total Expenses		22

23.) EBITDA (Earnings Before Interest, Income Taxes, Depreciation, and Amortization)

23

Capital Expenditures

24.) Furniture, Fixtures and Equipment		24
25.) Other (please explain) _____		25

Submitted by (please print) _____

Telephone # _____

Email _____

Date _____