

Town of Montville Assessor's Office
Hotel and Motel
Income and Expense Report for Calendar Year 2024
(Due June 1, 2025)

Information provided is CONFIDENTIAL, in accordance with Connecticut Law 12-63c.

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

Annual Department Revenue:

Rooms \$ _____

Conference Facilities \$ _____

Food and Beverage \$ _____

Telephone \$ _____

Minor Operated Departments \$ _____

Miscellaneous Rentals and Other Income \$ _____

Total Annual Revenue \$ _____ (1)*

2024 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 2024 _____

Total Number of Room Nights Sold in 2024 _____

Comments or Additional Information (may be attached):

Return by June 1, 2025 to avoid 10% Assessment Penalty

**Town of Montville
Assessor's Office
310 Norwich-New London Tpke.
Uncasville, CT. 06382**

_____/_____	_____
Signature/Position	Date

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