

**Parcel ID:**

**Civic Address:**

**Municipality Name:**

Company Name:

**HOTEL/MOTEL**

**INCOME AND EXPENSE QUESTIONNAIRE**

**SURVEY YEAR**

	SINGLE	DOUBLE	SUITES	HOUSE KEEPING UNITS
<b>NUMBER of ROOMS AVAILABLE</b>				
<b>AVERAGE ROOM RATE</b>				
<b>AVERAGE OCCUPANCY RATE (%)</b>				

**REVENUE by DEPARTMENT**

TOTAL ROOM REVENUE

LOUNGE REVENUE (IF LOUNGE IS OWNER OCCUPIED)

LEASE RATE per YEAR (IF LOUNGE IS RENTED)

DINING ROOM REVENUE (IF DINING ROOM IS OWNER OCCUPIED)

LEASE RATE per YEAR (IF DINING ROOM IS RENTED)

TELEPHONE REVENUE

MISCELLANEOUS REVENUE

OTHER INCOME


**DEPARTMENTAL EXPENSES**

**ROOMS**

WAGES

SUPPLIES

LAUNDRY


**DINING ROOM**

WAGES

COST of GOODS SOLD

SUPPLIES

OTHER


**LOUNGE ROOM**

WAGES

COST of GOODS SOLD

SUPPLIES

OTHER


**TELEPHONE**

GENERAL

**MISCELLANEOUS**

GENERAL

