

**Town of Newington Assessors Office**  
**Hotel, Motel & Bed and Breakfast**  
**Income and Expense Survey for Calendar Year 2024**

Information provided is CONFIDENTIAL, in accordance with Connecticut Law.

Parcel ID: \_\_\_\_\_ Owner: \_\_\_\_\_ Property Address: \_\_\_\_\_

Form Preparer: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

**General Data**

**Room Configuration (number of rooms in each category)/Rates**

Number of Available Rooms: \_\_\_\_\_

	# of Units	Rent/Day/Unit	Rent/Week/Unit
Single:			
Double:			
King:			
Other:			

Annual Occupancy: \_\_\_\_\_

Annual Average Daily Rate (ADR): \_\_\_\_\_

**Segmentation of Annual Occupancy**

	Transient	Corporate	Group	Other	Total
Percentage of Annual Occupancy:					100%
ADR for Segment:					

**Annual Department Revenue**

Rooms \$ \_\_\_\_\_

Conference Facilities \$ \_\_\_\_\_

Food and Beverage \$ \_\_\_\_\_

Telephone \$ \_\_\_\_\_

Minor Operated Departments \$ \_\_\_\_\_

Miscellaneous Rentals and Other Income \$ \_\_\_\_\_

**1. Total Annual Revenue** \$ \_\_\_\_\_

**2024 Annual Costs and Expenses**

Rooms	\$	_____
Food and Beverage	\$	_____
Telephone	\$	_____
Minor Operated Departments	\$	_____
Leased Equipment	\$	_____
Administrative, Legal, Accounting	\$	_____
Marketing	\$	_____
HVAC	\$	_____
Property Operation and Maintenance	\$	_____

**2. Total Operating Expenses** \$ \_\_\_\_\_

**3. Gross Operating Profit** (Subtract 2 from 1) \$ \_\_\_\_\_

**4. Management Fees** \$ \_\_\_\_\_

**Fixed Operating Charges**

Real Estate Taxes	\$	_____
Personal Property Taxes	\$	_____
Property Insurance	\$	_____
Reserved for Capital Replacement	\$	_____

**5. Total Fixed Charges** \$ \_\_\_\_\_

**Income Before Other Fixed Charges** (3 minus 4 minus 5) \$ \_\_\_\_\_

Total Number of Room Nights Available in 2024 \_\_\_\_\_

Total Number of Room Nights Sold in 2024 \_\_\_\_\_

Comments or Additional Information (may be attached)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed: \_\_\_\_\_

Position: \_\_\_\_\_

**RETURN TO THE ASSESSOR ON OR BEFORE JUNE 1, 2025 TO AVOID THE 10%  
PENALTY**