



# 2022 Hotel - Motel Income & Expense Request

VAL\_03  
R: 02/22/2022  
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**Calendar year 2021: Beginning 01/01/2021 and Ending 12/31/2021  
Filing Deadline May 1, 2022**

The Brevard County Property Appraiser is requesting data, as indicated on the other side of this form, to aid in the valuation of this and similar properties. Data submitted as a part of this request is confidential per Section 195.027, F.S.

Failure to submit data in accordance with this request may impede the ability to conduct an effective appeal at the Value Adjustment Board. Section 194.034(1)(h), Florida Statutes states that "no petitioner may present for consideration, nor may a board or special magistrate accept for consideration, testimony, or other evidentiary materials that were requested of the petitioner in writing by the property appraiser of which the petitioner had knowledge and denied to the property appraiser." Failure to provide this information will be considered a denial of this request.

COVID 19 - In order to consider and adjust for the effects of the COVID 19 pandemic, the property owner or representative must submit 3 years of Profit & Loss Statements, Rent Rolls, and/or QuickBooks Statements (as appropriate).

**Please list capital improvements with their costs and any additional comments by attaching a separate sheet.**

**Do not include depreciation or mortgage interest in expenses.**

In addition to filling out both sides of this form, please attach any additional documentation that would help in our continuing pursuit to assess your property accurately and equitably (recent appraisals, end-of-year statements, etc.).

Email: [valuations@bcpao.us](mailto:valuations@bcpao.us)

**Hotel/Motel name** \_\_\_\_\_

**What is the total percent vacant as of January 1, 2022?** \_\_\_\_\_

Area	Amenities				
Mainland	Restaurant	Same Owner?	Yes	No	Size (sf) _____
Beachside	Convention center	Same Owner?	Yes	No	Size (sf) _____
Interstate	Retail	Same Owner?	Yes	No	Size (sf) _____
Room Rental Income					
1. Total number of rentable rooms (#)			1.		
2. Total number of rooms rented (#)			2.		
3. Actual rental income received (\$)			3.		
4. Average daily rate (\$)			4.		
Other Income (\$)					
5. Leases (restaurant, gift shop, etc.)			5.		
6. Vending			6.		
7. Miscellaneous (banquets rooms, etc.)			7.		
8. Resort fees			8.		
Annual Expenses (\$)					
9. Insurance (not liability, structure only)			9.		
10. Management fees			10.		
11. Administrative (including advertising, legal, accounting, etc.)			11.		
12. Payroll			12.		
13. Utilities			13.		
14. Repairs			14.		
15. Telephone			15.		
16. Grounds maintenance (including trash, landscaping, parking lot, etc.)			16.		
17. Regular building maintenance (not capital expenditures)			17.		
18. Room expenses			18.		
19. Franchise/Royalty fees			19.		
20. Reserves for replacements			20.		
21. Real estate taxes			21.		
22. Other taxes and fees (not real estate taxes)			22.		
23. Other expenses (please explain)			23.		
24. Total annual expenses			24.		

Signature \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_