

**CITY OF WOBURN ASSESSING DEPARTMENT**  
 City of Woburn, 10 Common Street, Woburn, MA, 01801 \* 781-897-5830

<b>Name of Project:</b>				
<b>Address:</b>		<b>Map:</b>	<b>Block:</b>	<b>Lot:</b>
<b>Owner Name:</b>				
<b>Management Company or Agent:</b>				

<b>YEAR ENDING:</b>	<b>12/31/2023</b>		
<b>FISCAL YEAR</b>	<b>2025</b>		
<b>Days in Year</b>		<b>Occupancy</b>	
<b>Number of Rooms</b>		<b>Average Daily Room Rate</b>	
<b>Rooms Available</b>		<b>RevPAR</b>	
<b>Occupied Rooms</b>			

<b>OPERATING REVENUE</b>		
Rooms		
Food and Beverage		
Other Operated Departments		
Miscellaneous Income		
<b>Total Operating Revenues</b>		
<b>DEPARTMENTAL EXPENSES</b>		
Rooms		
Food and Beverage		
Other Operated Departments		
<b>Total Department Expenses</b>		
<b>DEPARTMENTAL INCOME</b>		
<b>UNDISTRIBUTED OPERATING EXPENSES</b>		
Administrative & General		
Information & Telecommunication Systems		
Marketing		
Franchise Fees*		
Property Operation & Maintenance		
Utility Costs		
<b>Total Undistributed Operating Expenses</b>		
<b>GROSS OPERATING PROFIT</b>		
Management Fee **		
<b>INCOME BEFORE NON-OPERATING INCOME &amp; EXPENSES</b>		
Real Estate Property Taxes		
Personal Property Taxes		
Insurance		
Other		
Replacement Reserves (Building)		
<b>Total Non-Operating Income &amp; Expenses</b>		
<b>EBITDA (Earnings Before Interest, Taxes, Depreciation and Amortization)</b>		
Replacement Reserves for FF & E (Furniture, Fixtures & Equipment)		
<b>EBITDA LESS REPLACEMENT RESERVES</b>		

*Explain how the franchise fee is calculated?
**Explain how the management fee is calculated?
***Explain how replacement reserves are calculated?

<b>Owner or Authorized Agent</b>
<b>Phone / Email:</b>
<b>Signature:</b>