

**** CONFIDENTIAL ****
WILLIAMSON COUNTY, TENNESSEE
PROPERTY ASSESSOR'S OFFICE
1320 West Main Street, Suite 300
Franklin, Tennessee 37064
(615) 790-5708

Brad Coleman
Assessor of Property

Williamson County
Tennessee
www.williamsoncounty-tn.gov

GOLF COURSE INCOME AND EXPENSE QUESTIONNAIRE

ALL INFORMATION FURNISHED BY THE PROPERTY OWNER WILL BE FOR THE USE OF THE WILLIAMSON COUNTY OFFICE OF THE PROPERTY ASSESSOR. UNDER THE AUTHORITY OF THE TENNESSEE COURT RULES ANNOTATED, RULES OF CIVIL PROCEDURE 34.01, THIS INFORMATION WILL BE REQUESTED AS APPLICABLE IN HEARINGS BEFORE THE STATE BOARD OF EQUALIZATION. ALL DATA FURNISHED WILL REMAIN CONFIDENTIAL IN ACCORDANCE WITH 67-5-402 OF THE TENNESSEE TAX CODE ANNOTATED, AND WILL NOT APPEAR ON ANY DOCUMENTS THAT ARE AVAILABLE TO THE PUBLIC.

PLEASE COMPLETE AND RETURN TO THE ABOVE ADDRESS BY

May 1

List all Map and Parcel numbers in this statement _____

Accounting Period: **Beginning** Month _____ Year _____ **Ending** Month _____ Year _____

Name of Project: _____

Property Address: _____

Name of Owner: _____

Name of Agent / Management Firm: _____

Address of Agent / Management Firm: _____

Does the Agent / Management Firm have an ownership in the property? YES or NO (please circle)

Are any operating expenses paid to persons with an ownership interest? YES or NO (attach explanation if YES)

NOTE: Income and Expense information will not be considered valid unless signed and dated by owner or officer of the corporation or an authorized agent as requested below. **IMPORTANT: AGENTS AND PROPERTY MANAGERS MUST ATTACH EXPRESS WRITTEN AUTHORITY FROM OWNER TO SIGN THIS FORM.**

ALL OF THE INFORMATION PROVIDED HEREIN HAS BEEN EXAMINED BY ME AND IS TRUE, CURRENT AND COMPLETE, TO THE BEST OF MY KNOWLEDGE.

Name: _____
(Please print)

Signed _____
(Signature of Owner or Authorized Agent)

Title _____

Company _____

Telephone Number (_____) _____ Date _____

GENERAL CLUB DATA

Club Member Type (please choose one) _____Public _____Private

Golf Course Type _____Par 3 _____Executive _____Championship

Number of Holes _____ Total Yardage _____

Year Course Opened _____ Course Architect _____

Amenities available at club (please check all that apply):

- _____ Clubhouse
 - _____ Dining Room
 - _____ Driving Range
 - _____ Pool
 - _____ Tennis Courts
 - _____ Fitness Center
 - _____ Other (please explain)
-

MEMBERSHIP INFORMATION

Number of Memberships _____ Single _____ Family _____ Corporate _____ Social

Rounds Played (annually) _____ Member _____ Non-Member _____ Group/Tournament

MEMBERSHIP FEE STRUCTURE

Average Initiation Fee \$_____ Single \$_____ Family \$_____ Senior \$_____ Corporate

Is any portion of the Initiation Fee refundable? If Yes, what percentage _____

Monthly Dues \$_____ Single \$_____ Family \$_____ Senior \$_____ Corporate

Non-Member Guest Fee \$_____ Does this fee include a cart? Yes / No

Typical Group / Tournament Guest Fee \$_____

Membership Cart Fee per Round \$_____

PLEASE USE THE SPACE BELOW TO INCLUDE ANY OTHER INFORMATION ABOUT YOUR CLUB THAT YOU BELIEVE IS IMPORTANT:

GROSS REVENUE

Membership	
Initiation Fees	\$ _____
Membership Dues	\$ _____
Golf Revenue	
Guest Greens Fees	\$ _____
Cart Fees	
Member	\$ _____
Non-Member	\$ _____
Driving Range	\$ _____
Pro Shop Revenue	\$ _____
Food & Beverage Revenue	\$ _____
Other Revenue	\$ _____
Please Explain Other Revenue	

TOTAL REVENUE	\$ _____

COST OF GOODS SOLD

Pro Shop – COGS	\$ _____
Food & Beverage – COGS	\$ _____
TOTAL COGS	\$ _____

EXPENSES

Payroll
 Course Maintenance Payroll \$ _____

 Pro Shop Payroll \$ _____

 Food & Beverage Payroll \$ _____

 General & Administrative Payroll \$ _____

Course Maintenance \$ _____

Pro Shop \$ _____

Food & Beverage \$ _____

General & Administrative \$ _____

Marketing \$ _____

Insurance \$ _____

Utilities \$ _____

Management Fee \$ _____

Other Maintenance \$ _____

Equipment Leases (i.e. carts, mowers...) \$ _____

Please explain _____

TOTAL EXPENSES \$ _____

Real Estate Taxes \$ _____

Depreciation Expense \$ _____

Capital Improvements \$ _____

NOTES: _____