

ST. JOHN'S	FCS – Property Income Questionnaire Golf Course – 2028 Reassessment	Finance and Corporate Services
Property Income Questionnaire Golf Course – 2028 Reassessment		
Account Information		SECTION 1
Parcel ID _____		
Property Address _____		
Owner Name _____		
Course Information		SECTION 2
Course Name _____		
Year Built _____ Number of Holes _____		
Property Sale, Renovation, and Appraisal Information		SECTION 3
Has the property been sold in the last five years: Yes No		
If yes, please provide: Sale Date (YYYY-MM-DD) _____ Sale Price _____		
Has the property been listed for sale in the last five years: Yes No		
If yes, please provide: List Date (YYYY-MM-DD) _____ List Price _____		
Has the property been appraised in the last five years (see below): Yes No		
<p>Note: If an appraisal has been completed on the subject property within the last 5 years, please forward a copy of the report with this submission. If an appraisal has not been completed within the last 5 years complete the following declaration:</p> <p>I hereby declare that there has not been an appraisal completed for any purpose on this property in the past five years.</p>		
Print Name _____ Date (YYYY-MM-DD) _____		
Signature _____		

Details are to be provided by Owners for each of the two (2) years 2024 and 2025 ending December 31st. A copy of the Statement of Operations (the Income and Expense portion of the Annual Financial Statements) must accompany this form upon submission.

Details provided are for: Fiscal Year Ending Operating Year Ending
Please provide year end date (YYYY-MM-DD)_____

For Fiscal or Operating Year Ending

Revenues	2024	2025
Income from Food and Beverage		
Green Fees		
Cart Rentals		
Membership Fees		
Range Revenues		
Lessons		
Pro Shop Sales		
Other Revenue (i.e., VLTs) (specify:_____)		
Other Revenue (specify:_____)		
Total Gross Revenue		

Cost of Sales	2024	2025
Golf Operations		
Pro Shop		
Food and Beverage		-
Total Cost of Sales		
Net Revenue		

Financial Details – Expenses	SECTION 5
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Expenses For the Fiscal or Operating Year Ending		
	2024	2025
Wages and Benefits		
Administration		
Food and Beverage		
Marketing		
Turf Operations/Course Maintenance		
Professional Fees		
Repairs and Maintenance		
Utilities		
Insurance		
Property Tax		
Water Tax		
Landscaping, Parking and Snow Removal		
Other Expenses (specify: _____)		
Operating Expenses *		
Net Income*		

*Before mortgage interest, depreciation or amortization, capital cost allowance, inter-company rental arrangements and other non-operating expenses.

Renovations/Capital Expenditures	SECTION 6
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Identify Major Renovations or Capital Expenditures

Have there been Capital Improvements or Capital Renovations completed during this reporting period? If yes, please provide description and cost excluding HST below.

Item 1:		Associated Cost:	
Item 2:		Associated Cost:	
Item 3:		Associated Cost:	
Please attach a detailed list if space provided is insufficient		Total Capital Cost:	

Revenues

Income from Food and Beverage – Food, alcoholic beverages and non-alcoholic beverages from all sources including banquets and tournaments.

Green Fees – Semi-private or Public Courses – The amount of revenue received for play on a publicly accessible golf course. Include guest fees, package deals, tournaments, etc.

Cart Rentals – Revenue from rental of power cart and pull carts, trail fees for member's carts, annual or package cart rentals, storage and battery charging fees.

Membership fees – Semi-private or Public Courses – Membership Fees/Dues - the annual fee paid by a player which permits them to play for the current golf season.

Range Revenue – Revenue earned from play and pay at a driving range and/or revenue from driving range memberships.

Lessons – Revenue from golf lessons booked and recorded as revenue by the club. This should be netted against any commission paid to the golf professional. In cases where the revenue is taken by the golf professional, then it should not be reported by the club, but please note that this is the case.

Pro Shop Sales – Revenue from sale of golf balls, clubs, head covers, clothing, shoes, and other wearables/accessories. Non-golf-related revenue from sale of non-golf specific merchandise (i.e. artwork, souvenirs, etc.). In cases where the revenue is taken by a golf professional, it should not be reported by the club, but please note that this is the case.

Other Revenue – All other revenue. Please provide a specify/breakdown.

Cost of Sales

Food and Beverage – The direct cost of purchases of food ingredients, alcoholic beverages and non-alcoholic beverages for re-sale.

Golf Operations – The direct cost related to Golf Operations.

Pro Shop – The direct cost of purchases to supply the Golf Shop with golf merchandise for re-sale.

Note: wages and benefits of staff should not be included in these categories.

Expenses

Wages and Benefits – From all sources, including management, direct labour and associated benefit cost such as EI, CPP, WSIB, employer health tax, vacation pay, staff on-site accommodations, staff meals, clothing allowance, and the like. Including Pro Shop and Food and Beverage staff.

Administration – Dues and subscriptions, all telecommunication costs, automotive cost for travel /education/training, office supplies, computer supplies, donations, bank credit card charges.

Food and Beverage – All consumable costs associated with the operation of food and beverage, for example uniforms, napkins.

Marketing – All charges for promotional advertising, including internet, print, radio and television advertising.

Turf Operations/Course Maintenance – Cost associated with turf cost including fertilizer, pesticides, aggregates, fuel (gas and oil to operate the turf equipment). Should not include costs to purchase or lease equipment.

Professional Fees – All charges related to external consultants; legal and accountants/auditors including travel and disbursements.

Repairs and Maintenance – Includes all expenses related to repair buildings and associated furniture and fixtures. Should not include capital expenditures.

Utilities – All utilities associated with the operation of the facilities including hydro, propane, gas, heating oil, water and sewage, cable and satellite.

Insurance – All types of insurance related to the operations and buildings of a golf course. Excluded is insurance related to employee benefits which is accounted for under Fringe Benefits by department.

Property Taxes – Property taxes charged to the property.

Water Taxes – Property taxes charged to the property.

Other Expenses – All other expenses. Please provide a breakdown.

Exclusions – None of the expense categories should include any interest payments, mortgage payments, loan payments, amortization, depreciation, capital improvements or purchases of capital assets.

Landscaping, Parking, and Snow Removal - Total expense for upkeep of grounds/landscaping, on-site parking stalls and snow removal services during the reporting period.