



ASSESSOR'S OFFICE

**2022
ANNUAL INCOME AND
EXPENSE REPORT**

RETURN
TOWN OF EAST LYME
Assessor's Office
Town of East Lyme
PO Box 519
Niantic, CT 06357-0519

Tel (860) 739-6931

MARINA PROPERTY

April 16, 2023

Dear Property Owner:

The Assessor's Office is preparing for the 2026 revaluation of all real property located in East Lyme. In order to fairly assess your real property, information regarding the property income and expenses are required. Connecticut General Statute 12-63c requires all owners of rental real property to **annually** file this report. The information filed and furnished with this report will remain confidential in accordance with SS 12-63c(b), which provides that actual rental and operating expenses shall **not** be a public record and is **not** subject to the provisions of SS1-210 (Freedom of Information) of the Connecticut General Statutes.

Please complete, sign and return the completed form to the East Lyme Assessor's Office **on or before June 1, 2023**. In accordance with Section 12-63c(d), of the Connecticut General Statutes, as amended, any owner of income-producing real property who fails to file this form, or files incomplete or false information with intent to defraud, **shall be subject to a penalty assessment representing a ten percent (10%) increase in the assessed value of such property.**

WHO SHOULD FILE All individuals and businesses receiving this form should complete and return this form to the Assessor's Office. All properties, which are rented or leased, including commercial, retail, industrial and residential properties (except – "such property used for residential purposes, containing not more than six (6) dwelling units **and in which the owner resides**") must complete this form. If the property is partially rented and partially owner-occupied this report must be filed. If you believe that you are not required to fill out this form, please call the number listed above to discuss your special situation.

If your property is 100% owner-occupied, or 100% leased to a related corporation, business, family member or other related entity, please indicate by checking the following box. ☐

**Please complete and return to the Assessor's Office
on or before June 1, 2023
Town of East Lyme
Assessor's Office**

Marina Property
Income and Expense Survey for Calendar Year 2023

Information provided is CONFIDENTIAL, in accordance with Connecticut Law.

Property Name _____

Property Address _____

Form Preparer/Position _____

Telephone Number _____

Marina Characteristics

Which of the following best describes your marina operation?

- | | | |
|--|--|--|
| <input type="checkbox"/> Marina | <input type="checkbox"/> Marina/Boatyard | <input type="checkbox"/> Dockominium/cooperative |
| <input type="checkbox"/> Dry Land Marina | <input type="checkbox"/> Yacht Club | <input type="checkbox"/> Mixed use |
| <input type="checkbox"/> Boatyard | <input type="checkbox"/> Park/Public Moorage | <input type="checkbox"/> Winter Storage |
| | | <input type="checkbox"/> Other: _____ |

Please provide a schedule of season and off-season rates for all facilities.

<u>In-Water Facilities (Please complete all that apply.)</u>				
<u>No. of Slips</u>	<u>No. of Slips</u>	<u>Rate</u>	<u>Available Utilities</u>	<u>Boat Launching Facilities</u>
Open	_____	\$ _____	<input type="checkbox"/> Electricity 110	<input type="checkbox"/> Crane
Covered	_____	\$ _____	<input type="checkbox"/> Electricity 220	<input type="checkbox"/> Forklift
Enclosed	_____	\$ _____	<input type="checkbox"/> Water	<input type="checkbox"/> Hydraulic Trailer
Moorings	_____	\$ _____	<input type="checkbox"/> Cable TV	<input type="checkbox"/> Travel Lift & Well
			<input type="checkbox"/> Telephone	<input type="checkbox"/> Boat Ramp
TOTAL	_____	\$ _____	<input type="checkbox"/> Other: _____	

Please identify the number of slips by the length/width of slip and rental rate for each size category on a separate sheet of paper. Also please reflect rental basis (\$/l.f./month; \$/unit/season).

<u>Dry Land Facilities (Please complete all that apply.)</u>			
<u>Dockside Services</u>	<u>Boat/Auto Storage</u>	<u>Size Range</u>	<u>Additional Facilities</u>
<input type="checkbox"/> Office	<input type="checkbox"/> Drystack: # _____	<input type="checkbox"/> Overnight Dockage	<input type="checkbox"/> Rental/Charter Service
<input type="checkbox"/> Fuel Facilities	<input type="checkbox"/> Other Indoor: # _____	<input type="checkbox"/> Retail Store	<input type="checkbox"/> Laundry
<input type="checkbox"/> Engine Repair	<input type="checkbox"/> Outdoor: # _____	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Showers
<input type="checkbox"/> Fiberglass Repair	<input type="checkbox"/> Auto Spaces: # _____	<input type="checkbox"/> Apartments	<input type="checkbox"/> Restrooms
<input type="checkbox"/> Dry Sailor Spots			

(Marinas Cont'd.)

Product and Service Income

Slips/Moorings	\$	_____
Slips/Mooring Available for Transients	\$	_____
Storage/Hauling	\$	_____
Launch Service	\$	_____
Repair Service	\$	_____
Fuel/Oil Sales	\$	_____
Retail Sales	\$	_____
Food Service	\$	_____
Apartment/Lodging Income	\$	_____
Utility Charges/Miscellaneous Income	\$	_____
Total Revenue	\$	_____

Annual Operating Expenses:

Fixed Expenses

Property Taxes	\$	_____
Personal Property Taxes	\$	_____
Rent: Building/Docks/Land	\$	_____
Rent: Equipment	\$	_____
Insurance	\$	_____
Total Fixed Expenses	\$	_____

Variable Expenses

Owner's Salary/Management Fees	\$	_____
Administrative/General	\$	_____
Repairs/Maintenance	\$	_____
Utilities (Heat, Power, Light)	\$	_____
Trash Removal	\$	_____
Sales/Marketing	\$	_____
Salaries, Payroll and Related Benefits	\$	_____

Total Operating Expenses	\$	_____
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Net Operating Income	\$	_____
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Do any of the figures include capital expenditures or extraordinary costs which vary from typical operating expenses? If YES, please explain: _____

Comments and/or additional information may be attached.

Signature/Position

Date