

Chapter 10 Outline

Hotel Financial Statements for External Users
Hotel Income Statement for Internal Users
 Operated Departments Section
 Undistributed Operating Expenses Section
 Fixed Expenses Section
Departmental Statements
Revenue Accounting
 Rooms Department
 Package Plans
 Food and Beverage Departments
 Rentals and Other Income
Expense Accounting
 Payroll and Related—All Departments
 Rooms Department
 Food and Beverage Departments
 Administrative and General Department
 Marketing Department
 Property Operation and Maintenance Department
 Utility Costs
 Fixed Expenses
Hotels with Casino Departments
 Statement of Gaming Operations
 Revenue Accounting
 Expense Accounting
Hotel Balance Sheet
 Preopening Expenses
 China, Glassware, and Silver
 Linen and Uniforms
Chart of Accounts for Hotels
Operating Ratios
 Average Room Rate
 Occupancy Percentage
 Average Food Check
 Food Cost Percentage
 Beverage Cost Percentage
 Labor Cost Percentage

Competencies

1. Describe hotel financial statements for external users, and explain the internal hotel income statement and departmental statement formats recommended by the *Uniform System of Accounts for the Lodging Industry*. (pp. 289–293)
2. Explain the revenue and expense accounting procedures for a lodging property recommended by the *Uniform System of Accounts for the Lodging Industry*. (pp. 293–304)
3. Identify and explain the special accounting considerations for a hotel with a casino department. (pp. 304–306)
4. Identify and explain the unique balance sheet accounting considerations for a lodging property. (pp. 306–307)
5. Describe the composition of a chart of accounts for a lodging property. (pp. 307–308)
6. Identify and describe the operating ratios useful to management of a lodging property. (pp. 308–310)