



**Credentials of the Program:** Data is taken from a transparent overview of a typical motel operation in country NSW, collected from over 10 years of operation.

Using the Motel Assist [**A-System**] the motel has experienced an exceptional 8.45% revenue growth from 1<sup>st</sup> July 2010.

Discipline to the system is required to maintain a satisfactory revenue growth, which is explained in the program.

The program is constructed in spreadsheet format [Microsoft Excel] being easy to download and use on most computers.

**Brief Entry of Data Instructions:** Download program and open it: [*refer to attached instruction sheet*]

For a quick assessment, insert into the program in Tab: **Q-Check** the following information.

1. Number of rooms
2. Total Turnover

Comparisons are instantly calculated on proven Motel Industry Benchmarks as shown below.

- I. Assessed Freehold Net profit
- II. Recommended rental for a period of at least 20 years or more
- III. Assessed Leasehold Net Profit
- IV. Recommended annual capital expenditure over a 15 year period

**Establish if your motel falls outside these parameters:** insert your current Profit & Loss statement into the program where it will pin point areas that are outside the Industry Benchmark guidelines.

Select from the Tab keys across the bottom of the page - **Input**

Place the cursor in the top left hand corner of the screen and press the Tab key to move through the following areas.

- |  |   |
|--|---|
| 1. Input by: -                           | Insert the input operator name                                      |
| 2. Assessment of: -                      | Insert motel name and town  |
| 3. For: -                                | Insert your name  |
| 4. Entry Date: -                         | insert the insertion date   |
| 5. Enter the Financial Year: -           | Insert the year shown on your Profit & Loss Statement               |
| 6. Is the Motel Leasehold or Freehold: - | Click on the down arrow and Yes for Freehold – No for Leasehold     |
| 7. Number of Years remaining in lease: - | If a Leasehold state the number of years left                       |
| 8. Does the motel have a restaurant?: -  | Select from the down arrow tab Yes or No                            |
| 9. Room breakup: - Insert -              | Room Type<br>No. of Rooms to that type<br>Room tariff including GST |

That's it, now either complete the rest of the **Input** form or email the program to your Accountant for them to complete.

**Comments:** Consider having your Accountant complete the input which should not take any more than 30 to 40 minutes, whereby they can experience the versatility of the program and address any abnormality that the program locates.

The reports are complex and may require interpretation from those people not familiar with the Motel Industry.

**Data Input:** The program has been structured on proven Motel Financial Benchmarks taken from 700 motels over the past 18 years.

It is a guideline to effectively establish if your motel is operating within acceptable financial guidelines. If the motel falls outside those guidelines refer to A-System within the program and always consult with a professional accredited person to assist you rectify the abnormalities.

**Validity of data within the Program:** Aston Hill Motor Lodge Port Macquarie was acquired in 2003 for the express purpose to apply the systems and record all operations within the motel. The financial data has been taken from the Profit & Loss reports submitted to the Australian Tax office and placed into the Viability Program with all reports available for download and viewing. The systems have been introduced and trialled. Either discarded if not to standard or applied and modified to perfection.

**Conclusion:** The program gives you the opportunity to monitor and assess the viability of a motel anytime with assistance in rectifying common problems when or before they become apparent.

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