

**Description & Address of Property**

**Assessment Number**



In respect of the above property, please carefully read over the below questions and follow the instructions to correctly complete the form.

**Part A – Occupation**

Is the property :

Owner-occupied

Rented

Vacant

Under renovation

Provide Building Permit # **B** \_\_\_\_\_ / \_\_\_\_\_

If the property is rented or leased to a management company, please provide details below including current monthly rent, effective date of rent and repair/maintenance responsibilities. **(please attach a copy of the lease if this is more convenient)**

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**Part B – Accommodation**

Please indicate the following :

No. of licensed rooms (maximum)

No. of licensed bed spaces (maximum)

Actual Room Count

Actual Bed Count

**Part C – Facilities**

Please indicate if the property has any of the following facilities. If Yes, give numbers where appropriate:

Facility	No	Yes	Number
Swimming Pool(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Golf Course	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Tennis court(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Beach	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Boat berth(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Restaurant(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Spa/Salon	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Conference Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>
Other Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 30px;" type="text"/>

Please provide details of any other facilities and details of any parts of the property that are separately rented out.

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**Part D – Gross Receipts/Occupancy rates**

Please indicate **High Season Months** by ticking  in appropriate boxes

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

Please provide details of **gross receipts** and **average occupancy rates** for the last three calendar years :

Year ending	Rooms	Food/Liquor	All Other Receipts (e.g. conference facilities)	Average Occupancy Rates (%)
31 <sup>st</sup> December 2018	\$ _____	\$ _____	\$ _____	_____
31 <sup>st</sup> December 2017	\$ _____	\$ _____	\$ _____	_____
31 <sup>st</sup> December 2016	\$ _____	\$ _____	\$ _____	_____

**Part E – Expenditure**

Please provide details of the **cost of purchases** and **working expenses** for the last three calendar years :

Year ending	Rooms	Food/Liquor	All Other Receipts (e.g. conference facilities)
31 <sup>st</sup> December 2018	\$ _____	\$ _____	\$ _____
31 <sup>st</sup> December 2017	\$ _____	\$ _____	\$ _____
31 <sup>st</sup> December 2016	\$ _____	\$ _____	\$ _____

**PLEASE PROVIDE COPIES OF ACCOUNTS, MANAGEMENT STATEMENTS OR PROFIT AND LOSS ACCOUNTS WHICH SUPPORT THE ABOVE FIGURES.**

Has the property been closed for renovation during the last 3 years?

Yes  No

If yes, please state the period of closure.

Closed from  to

**PLEASE TURN OVER**

**Thank you for completing this form. Please sign the Declaration below and return the form in the enclosed pre-paid envelope.**



P.O. Box HM 1384  
Hamilton HM FX  
Bermuda  
[www.landvaluation.bm](http://www.landvaluation.bm)

**LAND VALUATION DEPARTMENT**

2<sup>nd</sup> Floor, Global House  
43 Church Street  
Hamilton HM12  
(441) 297-7964  
1<sup>st</sup> October 2019

**DECLARATION:** It is an offence to submit false information and such offence is punishable by a fine and/or imprisonment.

I declare the above particulars are true as owner / tenant / agent (please circle as appropriate)

Signed \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Day Month Year

Print name \_\_\_\_\_

Email address \_\_\_\_\_ Daytime phone #(s) \_\_\_\_\_

Dear Sir/Madam,

**2020 REVALUATION  
THE LAND VALUATION & TAX ACT 1967**

Under the provisions of the above Act, a new Valuation List has to be prepared to take account of changes in rental levels since the current 2015 Valuation List was last compiled. It is therefore necessary to obtain information about your property in order to prepare the new Valuation List. The Annual Rental Values appearing in the new Valuation List will be based on rental levels around 1st July, 2019. The new Valuation List will be published on 31st December, 2020 and will replace the current Valuation List for land tax purposes.

You are required by law to complete and return the form overleaf to me within **21 days** from the date of receipt and I enclose a pre-paid envelope for this purpose. All information will be treated as **confidential** and will only be used for the purposes of the revaluation. Failure to complete and return the form, or submitting false information, is an offence under the Act and is punishable by a fine and/or imprisonment.

For more information on the 2020 Revaluation, please visit our website [www.landvaluation.bm](http://www.landvaluation.bm). Additionally, you can also contact James Needham on 294-0478 for assistance with completing the form overleaf.

Yours faithfully,

*Diane Elliott*

Diane Elliott  
Director of Land Valuation  
Ministry of Public Works

**«Assessment»**

**Note**

- Should your billing address above be incorrect, please call the Tax Commissioner on 298-6351 or 297-7743 to have it corrected. You should still complete and return the form overleaf in the envelope provided.
- Should you no longer be the taxpayer, please contact the Tax Commissioner on 298-6531 or 297-7743. Kindly also cross through your name and address above, indicating the new owner's name and return the form in the envelope provided.