

## INSTRUCTIONS FOR COMPLETING THE ANNUAL FINANCIAL REPORT

- 1 Enter your financial information in the dark grey cells on each of the following worksheets. Cells not highlighted in dark grey are automatically calculated and should not be changed.
- 2 Since many Schedule A amounts are pulled from other schedules, it is suggested the information be input in the following order: Schedule; G, H, J, I, P, Q, D, K, C, E, N (if needed), B then A. The input order of the remaining schedules is not affected.
- 3 Use the tab key or arrow keys to move through the cells in each worksheet.
- 4 In the "Type of Entity" area on the Concessioner Information worksheet, make the appropriate selection using the dropdown menu.
- 5 Manually enter the correct concessioner ID. Concessioner ID's take the form ABCD-###, where ABCD represents the alphanumeric code for the park and the numbers are a contract number.
- 6 To move a comment box, place the cursor on the comment box, left click and hold, then drag the comment box to to another place on the screen.
- 7 Generally, if there are not enough 'Other' lines, combine multiple amounts and input one number on the schedule; provide a breakdown of the combined amounts on Schedule L unless otherwise directed.
- 8 The signature(s) on the Concessioner Info worksheet should be typed rather than written.
- 9 Do not enter zeroes, NA, dashes or anything else in cells which are not applicable to your operation. Leave these cells blank.
- 10 For help, email [afr\\_submission@nps.gov](mailto:afr_submission@nps.gov)



**CONCESSIONER ANNUAL FINANCIAL REPORT**  
(For Concessioners with Gross Receipts Greater Than \$500,000)



**CONCESSIONER: -** **PERIOD ENDING: MM/DD/YYYY**

For the Period from:  to:

Concessioner ID   
Concessioner Name   
Park Unit

Contract or Permit Number                      Effective Date                      Expiration Date

Type of Entity

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**ANNUAL FINANCIAL STATEMENT CERTIFICATION (Either one or both of the certifications below may be completed)**

**COMPLETE THE CERTIFICATION BELOW IF YOU ARE THE CONCESSIONER AND COMPLETED THE ANNUAL FINANCIAL REPORT**

By typing my name below, I certify that I am authorized to complete and submit this report. This report has been examined by me and to the best of my knowledge and belief is a true, correct, and complete report.

Name of Person Responsible for Report Information   
Title   
Date

**COMPLETE THE CERTIFICATION IF YOU ARE A CPA WHO HAS EITHER COMPILED, REVIEWED OR AUDITED THE CONCESSIONER'S FINANCIAL STATEMENTS AND HAVE COMPLETED THE ANNUAL FINANCIAL REPORT.**

By typing my name in the box below, I certify that I have been authorized to complete and submit this report on behalf of the concessioner. This report has been completed and prepared under my supervision using data/information from the company's compiled/reviewed/audited financial statements and/or other financial records and to the best of my knowledge and belief is a true, correct, and complete report.

Name of Person Responsible for Report Information   
Title   
Date

**CONCESSIONER CONTACT INFORMATION**

Mailing Address   
City   
State   
Zip Code   
Telephone   
Email Address

## NOTICES

### PRIVACY ACT STATEMENT

**Authority:** 16 U.S.C. 5966, Commercial Use Authorizations.

**Purpose:** The purposes of the system are (1) to assist NPS employees in managing the NPS Commercial Services program allowing commercial uses within a unit of the National Park System to ensure that business activities are conducted in a manner that complies with Federal laws and regulations; (2) to monitor resources that are or may be affected by the authorized commercial uses within a unit of the National Park System; (3) to track applicants and holders of commercial use authorizations who are planning to conduct or are conducting business within units of the National Park System; and (4) to provide to the public the description and contact information for businesses that provide services in national parks.

**Routine Uses:** In addition to those disclosures generally permitted under 5 U.S.C.552a(b) of the Privacy Act, records or information contained in this system may be disclosed outside DOI as a routine use pursuant to 5 U.S.C. 552a(b)(3) to other Federal, state and local governments, tribal organizations, and members of the general public upon request for names, addresses and phone numbers of Commercial Use Authorizations (CUA) holders conducting business within units of the National Park System for the purpose of informing the public of the availability of the services offered by the CUA holder. In addition, records or information contained in this system may be disclosed outside DOI based on an authorized routine use when the disclosure is compatible with the purpose for which the records were compiled as described under the system of records notice for this system.

**Disclosure:** Voluntary, however, failure to provide the requested information may impede our ability to 1) manage the National Park Service (NPS) Commercial Services Program allowing commercial uses within a unit of the NPS, 2) monitor resources that are or may be affected by the authorized commercial uses, and 3) provide the public the description and contact information for businesses that provide services in national parks.

### PAPERWORK REDUCTION ACT STATEMENT

We collect this information under the authority of Title IV of the National Parks Omnibus Management Act of 1998 (Pub. L. 105-391). We use this information to determine the franchise fees of the concessioner. Your response is required to obtain or retain a benefit. We may not collect or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1024-0029.

### ESTIMATED BURDEN STATEMENT

We estimate that it will take you 15 hours to complete this form, including time to review instructions, gather and maintain data, and complete and review the form. You may send comments on the burden estimate or any aspect of this form to the Information Collection Clearance Officer, National Park Service, 1201 Oakridge Drive, Fort Collins, CO 80525. Please do not send your completed form to this address.

**SCHEDULE A - COMBINED STATEMENT OF INCOME AND RETAINED EARNINGS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

This Period: YYYY Last Period: YYYY

**DEPARTMENTAL INCOME**

1 GROSS RECEIPTS (Schedule H, Column A, Line 2)	0	
2 SALES RETURNS AND ALLOWANCES (Schedule H, Column A, Line 3)	0	
3 NET SALES (Schedule H, Column A, Line 4)	0	0
4 COST OF SALES (Schedule H, Column A, Line 8)	0	
5 GROSS PROFIT (Schedule H, Column A, Line 9)	0	0
6 TOTAL DIRECT EXPENSES (Schedule H, Column A, Line 34)	0	
7 DEPARTMENTAL INCOME (LOSS) (Schedule H, Column A, Line 35)	0	0

**INDIRECT OPERATING EXPENSES**

8 General and Administrative Expenses (Schedule I, Line 29)	0	0
9 Government Fees (Schedule B, Line 32)	0	
10 Special Account Contributions (Schedule N, Line 10)		
11 TOTAL INDIRECT OPERATING EXPENSES	0	0
12 TOTAL INCOME (LOSS) FROM OPERATIONS BEFORE FIXED EXPENSES	0	0

**FIXED EXPENSES**

13 Rent		
14 Property Taxes		
15 Business/Liability/Property Insurance		
16 Interest Expense		
17 Depreciation (Schedule D, Column G, Line 13)	0	
18 Amortization (Schedule D-1, Line 8)	0	
19 (Other Fixed Expenses)		
20 (Other Fixed Expenses)		
21 TOTAL FIXED EXPENSES	0	0
22 INCOME (LOSS) BEFORE INCOME TAXES AND OTHER INCOME (EXPENSES)	0	0

**OTHER EXPENSES (INCOME)**

23 Interest and Dividend (Income)		
24 Loss (Gain) on Sale of Assets		
25 Commissions/Fees/Compensation from Subconcessioners (Income)(Schedule B, Line 30)	0	
26 (Additional Other Expenses (Income))		
27 (Additional Other Expenses (Income))		
28 TOTAL OTHER EXPENSES (INCOME)	0	0
29 INCOME (LOSS) BEFORE INCOME TAXES	0	0

**INCOME TAXES**

30 Federal		
31 State and Local		
32 TOTAL INCOME TAXES	0	0
33 NET INCOME (LOSS)	0	0

**RETAINED EARNINGS**

34 Retained Earnings - Beginning of Year	0	
35 Prior Period Adjustments		
36 (Other Retained Earnings)		
37 Net Income (Loss) (Line 33)	0	0
38 Dividends Paid		
39 Retained Earnings - End of Year	0	0
40 Total Shares		
41 Earnings Per Share	0	0

\*The accompanying notes are an integral part of these financial statements.

**SCHEDULE A-1 - STATEMENT OF INCOME AND COMPREHENSIVE INCOME**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

This Period: YYYY    Last Period: YYYY

1 Net Income (loss) (Schedule A, Line 33)	0	0
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List Other Comprehensive Income:

2 Foreign Currency Items		
3 Holding Losses or Gains on Available-For-Sale-Securities		
4 Excess of Additional Pension Liability		
5 Changes in Market Value of Futures Contract		
6 Total Comprehensive Income	0	0

\*The accompanying notes are an integral part of these financial statements.

**SCHEDULE B - COMPUTATION OF GOVERNMENT FEES**

**CONCESSIONER: -** **PERIOD ENDING: MM/DD/YYYY**

1 FLAT FEE		
2 BUILDING USE FEE (USE OF GOVERNMENT-OWNED IMPROVEMENTS)		
PERCENTAGE FEE		
3 Gross Receipts (Schedule A, Line 1)		0
PLUS: Gross Receipts of Subconcessioners		
4 (Name of Subconcessioner)		
5 (Name of Subconcessioner)		
6 (Name of Subconcessioner)		
7 Total Gross Receipts of Subconcessioners		0
LESS: Authorized Deductions (ONLY If Included in Gross Receipts)		
8 Genuine Authorized Native Handicrafts (Schedule G, Line 12)		0
9 Intracompany Earnings		
10 Charges for Employees' Meals, Lodgings and Transportation (Schedule G, Line 66)		0
11 Cash Discounts on Purchases (Purchases Discounts)		
12 Cash Discounts on Sales (Sales Discounts)		
13 Returned Sales and Allowances (Sales Returns and Allowances) (Schedule A, Line 2)		0
14 Excise Taxes Added to Sales Price		
15 Gasoline Taxes		
16 Cost of Fishing Licenses Fees Sold		
17 Cost of Postage Stamps Sold		
18 Outside of Park Sales (Included in Gross Receipts)		
19 (Other)		
20 Total Authorized Deductions		0
21 Total Gross Receipts Per Contract Subject to Percentage Fee		0
Fee Structure:		
22 (Percentage fee)	% of (Gross Receipts)	= 0
23 (Percentage fee)	% of (Gross Receipts)	= 0
24 (Percentage fee)	% of (Gross Receipts)	= 0
25 (Percentage fee)	% of (Gross Receipts)	= 0
26 TOTAL PERCENTAGE FEE		0
COMMISSIONS/FEES/COMPENSATION FROM SUBCONCESSIONERS		
27 (Name of Subconcessioner)		
28 (Name of Subconcessioner)		
29 (Name of Subconcessioner)		
30 Total Commissions/Fees/Compensation From Subconcessioners		0
31 FIFTY PERCENT OF COMMISSIONS/FEES/COMPENSATION FROM SUBCONCESSIONERS		0
32 TOTAL GOVERNMENT FEES (Carry to Schedule A, Line 9)		0

\*Schedule B is for computing Government Franchise Fees only. Computation of amounts due to the Component Renewal/Replacement Reserve and Special Accounts should be done on Schedules P and N, respectively.

**SCHEDULE C - BALANCE SHEET**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

ASSETS	This Period: YYYY	Last Period: YYYY
<b>CURRENT ASSETS</b>		
1 Cash and Cash Equivalents		
2 Marketable Securities		
3 Inventories - Merchandise		
4 Accounts Receivable		
5 Notes Receivable - Related Party		
6 Notes Receivable - Other		
7 Prepaid Expenses		
8 Component Renewal/Replacement Reserve (Schedule P, Lines 8 and 11)	0	0
9 Special Account Fund		
10 (Other Current Assets)		
11 <b>TOTAL CURRENT ASSETS</b>	0	0
<b>FIXED ASSETS</b>		
12 Depreciable Fixed Assets (Schedule D, Column G, Line 5)	0	0
13 Less: Accumulated Depreciation (Schedule D, Column G, Line 15)	0	0
14 Net Depreciable Fixed Assets (Schedule D, Column G, Line 16)	0	0
15 Construction in Progress		
16 Land		
17 <b>TOTAL FIXED ASSETS</b>	0	0
18 Net Intangible Assets (Schedule D-1, Line 11)	0	0
19 Gross PI/LSI Subject to ASC Topic 853	0	0
20 (Other Assets)		
21 <b>TOTAL OTHER ASSETS</b>	0	0
22 <b>TOTAL ASSETS</b>	0	0
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
23 Notes Payable - Related Party		
24 Notes Payable - Other		
25 Accounts Payable		
26 Current Maturities on Long - Term Debt		
27 Government Fees Payable		
28 Special Account Payable		
29 Accrued Liabilities		
30 Advance Deposits		
31 (Other Current Liabilities)		
32 <b>TOTAL CURRENT LIABILITIES</b>	0	0
<b>LONG-TERM LIABILITIES</b>		
33 Long -Term Debt, Excluding Current Maturities		
34 (Other Long-Term Liabilities)		
35 <b>TOTAL LONG-TERM LIABILITIES</b>	0	0
36 <b>TOTAL LIABILITIES</b>	0	0
<b>EQUITY</b>		
37 Partner's or Proprietor's Capital		
38 Common and Preferred Stock		
39 (Other Equity)		
40 Additional Paid - In Capital		
41 Less: Treasury Stock		
42 Retained Earnings (Schedule A, Line 39)	0	0
43 Accumulated Other Comprehensive Income (Loss)		
44 <b>TOTAL EQUITY</b>	0	0
45 <b>TOTAL LIABILITIES AND EQUITY</b>	0	0

\*The accompanying notes are an integral part of these financial statements.

**SCHEDULE D - DEPRECIABLE FIXED ASSETS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	FIXED ASSETS IN WHICH POSSESSORY INTEREST IS CLAIMED		FIXED ASSETS IN WHICH LEASEHOLD SURRENDER INTEREST IS CLAIMED	FIXED ASSETS EXCLUDING OR NOT ELIGIBLE FOR POSSESSORY INTEREST OR LEASEHOLD SURRENDER INTEREST				TOTAL
	NPS Approved Concessioner Improvements	NPS Approved Government Improvements	NPS Approved Capital Improvements	Other Improvements	Transportation Equipment	Furniture, Fixtures & Equipment	Other Personal Property	
	A	B	C	D	E	F	G	
<b>COST</b>								
1	Depreciable Fixed Assets / Gross PI subject to ASC 853, Prior Year Balance							0
2	Adjustment(s) to Prior Year Balance(s)							0
3	Additions this Year (Must be itemized on Schedule K)							0
4	Disposals this Year (Must be itemized on Schedule K)							0
5	Depreciable Fixed Assets, Ending Balance (Carry Column G to Schedule C, Line 12)	0	0	0	0	0	0	0
<b>ACCUMULATED DEPRECIATION</b>								
11	Accumulated Depreciation, Prior Year Balance							0
12	Adjustment(s) to Prior Year Balance(s)							0
13	Depreciation this Year (Carry Column G to Schedule A, Line 17)							0
14	Accumulated Depreciation on Assets Disposed this Year							0
15	Accumulated Depreciation, Ending Balance (Carry Column G to Schedule C, Line 13)	0	0	0	0	0	0	0
16	Net Depreciable Fixed Assets, End of Year (Carry Column G to Schedule C, Line 14)	0	0	0	0	0	0	0



**SCHEDULE D - FINANCIAL ASSETS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

NON-FIXED ASSETS IN WHICH POSSESSORY INTEREST IS CLAIMED - <b>SUBJECT TO ASC TOPIC 853</b>		NON-FIXED ASSETS IN WHICH LEASEHOLD SURRENDER INTEREST IS CLAIMED - <b>SUBJECT TO ASC TOPIC 853</b>
NPS Approved Capital Improvements	NPS Approved Government Improvements	NPS Approved Capital Improvements

**COST**

1 Gross PI or LSI subject to ASC 853, Prior Year Balance			
1A ASC 853 Implementation Adjustment			
2 Adjustment(s) to Prior Year Balance(s)			
3 Additions this Year			
4 Disposals this Year			
5 Gross PI or LSI subject to ASC 853, Ending Balance	0	0	0

**VALUATION ADJUSTMENTS**

6 PI or LSI valuation adjustment, Prior Year Balance			
7 Current Year PI or LSI valuation adjustment (Carry Column H to Schedule A, Line 26)			
8 PI or LSI valuation adjustment, Ending Balance	0	0	0
9 PI or LSI subject to ASC 853 (Carry Column H to Schedule C, Line 19)	0	0	0

**SCHEDULE D - INTANGIBLE ASSETS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

**COST**

1	Gross intangible, Prior Year Balance	
1A	ASC 853 Implementation Adjustment	
2	Adjustment(s) to Prior Year Balance(s)	
3	Additions this Year	
4	Disposals this Year	
5	Gross intangible, Ending Balance	0

**ACCUMULATED AMORTIZATION**

6	Accumulated Amortization, Prior Year Balance	
7	Adjustment(s) to Prior Year Balance(s)	
8	Amortization this Year (Carry to Schedule A, Line 18)	
9	Accumulated Amortization on Assets Disposed this Year	
10	Accumulated Amortization, Ending Balance	0
11	Net intangible (Carry to Schedule C, Line 18)	0

**SCHEDULE E - STATEMENT OF CASH FLOWS - DIRECT METHOD**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

This Period: YYYY    Last Period: YYYY

CASH FLOWS FROM OPERATING ACTIVITIES			
1	Cash received from customers		
2	Cash paid for merchandise		
3	Cash paid for wages and other operating expenses		
4a	Cash received for interest		
4b	Cash paid for interest		
5	Cash paid for taxes		
6	Cash paid to National Park Service for franchise fees		
7	(Other Cash from Operating Activities)		
8	(Other Cash from Operating Activities)		
9	Net Cash Flows Provided (Used) by Operating Activities	0	0
CASH FLOWS FROM INVESTING ACTIVITIES			
10	Purchase of assets		
11	Proceeds from sale of assets		
12	(Other Cash from Investing Activities)		
13	(Other Cash from Investing Activities)		
14	(Other Cash from Investing Activities)		
15	(Other Cash from Investing Activities)		
16	Net Cash Flows Provided (Used) by Investing Activities	0	0
CASH FLOWS FROM FINANCING ACTIVITIES			
17	Net increase/decrease in intracompany receivable account		
18	Cash received from issuing stock		
19	Cash paid to retire bonds		
20	Cash paid for dividends		
21	(Other Cash from Financing Activities)		
22	(Other Cash from Financing Activities)		
23	Net Cash Flows Provided (Used) by Financing Activities	0	0
24	NET INCREASE (DECREASE) IN CASH	0	0
25	CASH AT BEGINNING OF YEAR	0	
26	CASH AT END OF YEAR (Schedule C, Line 1)	0	0
RECONCILIATION OF NET INCOME TO NET CASH PROVIDED BY OPERATIONS			
27	Net Income (Loss) (Schedule A, line 33)	0	0
Adjustments to reconcile net income to net cash provided by operating activities			
28	Depreciation expense (Schedule A, Line 17)	0	0
29	Amortization expense (Schedule A, Line 18)	0	0
30	Gain or loss on sale of assets (Schedule A, Line 24)	0	0
31	(Other non-cash expenses (income))		
Changes in Assets and Liabilities:			
32	Inventories	0	
33	Accounts receivable	0	
34	Prepaid expenses	0	
35	Other current assets	0	
36	Accounts payable	0	
37	Government fees and contributions payable	0	
38	Accrued liabilities	0	
39	Advance deposits	0	
40	Other current liabilities	0	
41	(Other)		
42	(Other)		
43	Net Cash provided by operating activities	0	0

\*The accompanying notes are an integral part of these financial statements.

SCHEDULE F - NOTES TO FINANCIAL STATEMENTS

CONCESSIONER: -

PERIOD ENDING: MM/DD/YYYY

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\*If the financial notes do not fit on this page, save them as a separate Word, Excel or PDF file and upload with the AFR. See User's Guide for instructions.

**SCHEDULE G - DETAIL OF GROSS RECEIPTS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	Amount	Reference to Table Column on Schedule H
<b>LODGING</b>		
1 Hotel and Motel		
2 Cabins and Cottages		
3 Hostels		
4 Tent Cabins		
5 LODGING DEPARTMENT TOTAL	0	
<b>FOOD AND BEVERAGE</b>		
6 Restaurant		
7 Cafeteria		
8 Snack Bar and Fast Food		
9 FOOD DEPARTMENT TOTAL	0	
10 Alcoholic Beverages		
<b>SOUVENIRS</b>		
11 Gifts, Curios		
12 Genuine Authorized Native Handicrafts		
13 SOUVENIR DEPARTMENT TOTAL	0	
<b>GENERAL MERCHANDISE</b>		
14 Grocery		
15 Package Liquor		
16 Camera and Photographic Supplies		
17 (Other General Merchandise)		
18 MERCHANDISE DEPARTMENT TOTAL	0	
<b>RECREATION VEHICLE PARKS AND CAMPSITES</b>		
19 Tents		
20 RV Camping (without hook-ups)		
21 RV Camping (with hook-ups)		
22 RV Park		
23 RV AND CAMPSITES DEPARTMENT TOTAL	0	
<b>AUTO SERVICE</b>		
24 Fuel and Oil		
25 Parts, Service and Other		
26 AUTO SERVICE DEPARTMENT TOTAL	0	
<b>MARINA</b>		
27 Covered Slips		
28 Uncovered Slips and Mooring		
29 Houseboat Rental		
30 Boat and Motor Rental		
31 Fuel and Oil		
32 Boat and Motor Sales		
33 Boat Repair		
34 Dry Storage		
35 (Other Marina)		
36 (Other Marina)		
37 MARINA DEPARTMENT TOTAL	0	
<b>TRANSPORTATION OF VISITORS</b>		
38 Water		
39 Air		

**SCHEDULE G - DETAIL OF GROSS RECEIPTS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	Amount	Reference to Table Column on Schedule H
40 Ground		
41 (Other Transportation)		
42 (Other Transportation)		
43 TRANSPORTATION OF VISITORS DEPARTMENT TOTAL	0	
<b>HORSE AND MULE</b>		
44 Horse and Mule Pack Services		
<b>GUIDED TOURS</b>		
45 Float Trips and River Runners		
46 Water		
47 Ground (Vehicle/Tram/Bus)		
48 Ground (Snowmobiles)		
49 Air		
50 Backcountry Horse Trail Rides		
51 Backcountry Hiking		
52 (Other Guided Tours)		
53 (Other Guided Tours)		
54 GUIDED DEPARTMENT TOTAL	0	
<b>CRUISE SHIPS</b>		
55 Cruise Ships		
<b>OTHER</b>		
56 Parking Lot		
57 Vending Machine		
58 Bathhouse/Health Spa Services		
59 Rentals (Equipment, Video, Bicycles & Other)		
60 Hunting Guides		
61 Instructional Service (mountain climbing school; environmental school, etc.)		
62 Medical Care		
63 Golf Course and Driving Range		
64 Sports Facilities		
65 (Other Departments)		
66 (Other Departments)		
<b>EMPLOYEE CHARGES</b>		
67 Charges for Employee's meals, lodgings and transportation		
68 TOTAL GROSS RECEIPTS	0	

SCHEDULE H - DEPARTMENTAL INCOME AND EXPENSES

CONCESSIONER: -	PERIOD ENDING: MM/DD/YYYY					PERIOD ENDING: MM/DD/YYYY					PERIOD ENDING: MM/DD/YYYY				
	A	B	C	D	E	F	G	H	I	J	K	L	M		
1 DEPARTMENT	Total All Columns	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)	(Department)		
2 GROSS RECEIPTS	0														
3 SALES RETURNS AND ALLOWANCES	0														
4 NET SALES	0	0	0	0	0	0	0	0	0	0	0	0	0		
COST OF SALES															
5 Inventory, Beginning	0														
6 Plus: Purchases	0														
7 Less: Ending Inventory	0														
8 TOTAL COST OF SALES	0	0	0	0	0	0	0	0	0	0	0	0	0		
9 GROSS PROFIT	0	0	0	0	0	0	0	0	0	0	0	0	0		
DIRECT EXPENSES															
DIRECT LABOR															
10 Direct Salaries, Wages, Payroll Taxes, and Benefits	0														
11 Maintenance Salaries, Payroll Taxes, and Benefits	0														
12 TOTAL DIRECT LABOR	0	0	0	0	0	0	0	0	0	0	0	0	0		
OTHER DIRECT															
13 Laundry	0														
14 Uniforms	0														
15 China, Silver, Linen and Glass	0														
16 Commissions	0														
17 Music and Entertainment	0														
18 Operating Supplies	0														
19 Equipment Rental	0														
20 Contract Services	0														
21 Utilities Expense	0														
22 Licenses and Fees	0														
23 Repair and Maintenance Expense	0														
24 Repair and Maintenance Expensed from Component Renewal/Replacement Reserve	0														
25 Vehicle Expense	0														
26 Spoilage	0														
27 Travel and Trip Expense	0														
28 Equipment Purchased	0														
29 Hay, Pasture and Feed	0														
30 (Other Direct Expenses)	0														
31 (Other Direct Expenses)	0														
32 (Other Direct Expenses)	0														
33 TOTAL OTHER DIRECT	0	0	0	0	0	0	0	0	0	0	0	0	0		
34 TOTAL DIRECT EXPENSES	0	0	0	0	0	0	0	0	0	0	0	0	0		
35 DEPARTMENTAL INCOME (LOSS)	0	0	0	0	0	0	0	0	0	0	0	0	0		

**SCHEDULE I - GENERAL AND ADMINISTRATIVE EXPENSES**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

This Period: YYYY

Last Period: YYYY

1	Owners, Officers and Partners Salaries, Payroll Taxes and Benefits (Schedule J, Column I, Line 21)	0	
Other Salaries, Payroll Taxes and Benefits:			
2a	Office / Manager's Office		
2b	Accounting / Finance		
2c	Human Resources / Personnel		
2d	Information System / Data Processing		
2e	Marketing / Promotion		
2f	(Other Salaries, Payroll Taxes and Benefits)		
2g	(Other Salaries, Payroll Taxes and Benefits)		
2	Total Other (Administrative) Salaries, Payroll Taxes and Benefits	0	0
3	Employee Recruitment		
4	Over and Short		
5	Credit Card Fees		
6	Bank Charges		
7	Bad Debts		
8	Office Expense		
9	Data Processing		
10	Postage and Freight		
11	Dues and Subscriptions		
12	Travel Expense		
13	Telecommunications Expense		
14	Donations		
15	Complimentary		
16	Management Fees		
17	Corporate Overhead		
18	Legal Fees		
19	Accounting and Audit Fees		
20	Advertising and Promotional Expense		
21	Security Expense		
22	Consulting Agreements		
23	Training Cost		
24	Other Personnel Expenses		
25	(Other G&A Expenses)		
26	(Other G&A Expenses)		
27	(Other G&A Expenses)		
28	(Other G&A Expenses)		
29	TOTAL GENERAL AND ADMINISTRATIVE EXPENSES (Carry to Schedule A, Line 8)	0	0



**SCHEDULE J - INFORMATION ON CORPORATE OWNERS, OFFICERS AND PARTNERS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	A	B	C	D	E	F	G	H	I	
	Name	Title	% of Time Devoted to Business	% of Ownership			Total Wages	Total Benefits	Total Amount of Compensation	
				Partnership Interest	Common Stock	Preferred Stock				
1									0	
2									0	
3									0	
4									0	
5									0	
6									0	
7									0	
8									0	
9									0	
10									0	
11									0	
12									0	
13									0	
14									0	
15									0	
16									0	
17									0	
18									0	
19									0	
20	Individual Total of Columns G and H							0	0	
21	Total Amount of Owners, Officers and Partners Compensation (Carry to Schedule I, Line 1)								0	

**SCHEDULE K - ADDITIONS TO AND DISPOSALS OF DEPRECIABLE FIXED ASSETS AND PI/LSI ASSETS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	Asset Description	NPS Asset #	Type*	Date of Acquisition or Disposal	Depreciation Method	Years of Useful Life	Cost	Current Year Depreciation	Accumulated Depreciation for Disposal
1									
2									
3									
4									
5									
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8									
9									
10									
11									
12									
13									
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39									
40									

\*Use the following letters in "Type" Column to describe the assets types for all appropriate additions and disposals:

- C = Concessioner improvements with or eligible for Possessory Interest.
- G = Government assigned improvements with or eligible for Possessory Interest.
- L = Capital improvements with or eligible for Leasehold Surrender Interest.
- I = Other improvements excluding or not eligible for Leasehold Surrender Interest or Possessory Interest.
- M = Concessioner's contractually required Component Renewal/Replacement Reserve.
- P = Personal Property.

SCHEDULE L - SUPPLEMENTAL INFORMATION

CONCESSIONER: -

PERIOD ENDING: MM/DD/YYYY

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\*If the financial notes do not fit on this page, save them as a separate Word, Excel or PDF file and upload with the AFR. See User's Guide for instructions.

**SCHEDULE M1 - OPERATIONAL STATISTICS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

Site:   
 Period Covered:

**LODGING**

1	Number of Rooms in Facility	<input type="text"/>
2	Total Number of Room Nights Available	<input type="text"/>
3	Total Number of Room Nights Occupied	<input type="text"/>
4	Occupancy Percentage	0%
5	Average Daily Room Rate (ADR)	<input type="text"/>
6	Revenue Per Available Room (RevPAR)	0
7	Total Number of Guests	<input type="text"/>
8	Number of Lodging Employees	<input type="text"/>

**FOOD AND BEVERAGE**

9	Number of Seats	<input type="text"/>
10	Total Square Feet of Seating Area	<input type="text"/>
11	Total Customers	<input type="text"/>
12	Average Check per Customer	<input type="text"/>
13	Number of Food and Beverage Employees	<input type="text"/>

**GIFTS AND MERCHANDISE**

14	Total Retail Square Feet (including storage)	<input type="text"/>
15	Average Transaction / square foot	<input type="text"/>
16	Total Number of Retail Employees	<input type="text"/>

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17	Covered Slips	<input type="text"/>	0%
18	Uncovered Slips	<input type="text"/>	0%
19	Rental Boats and Houseboats	<input type="text"/>	0%
20	Dry Storage Units	<input type="text"/>	0%
21	Linear Feet of Wet Moorage	<input type="text"/>	
22	Number of Marina Employees	<input type="text"/>	

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23	(Type of Trip/Tour)	<input type="text"/>	0
24	(Type of Trip/Tour)	<input type="text"/>	0
25	(Type of Trip/Tour)	<input type="text"/>	0
26	(Type of Trip/Tour)	<input type="text"/>	0
27	(Type of Trip/Tour)	<input type="text"/>	0
28	Number of Transportation Employees	<input type="text"/>	

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29	Campground Sites	<input type="text"/>	0%
30	Number of Campground Employees	<input type="text"/>	

**CONCESSION EMPLOYEES**

	Annual	
31	Permanent year around employees	<input type="text"/>
32	Filled seasonal positions	<input type="text"/>
33	Estimated total full-time equivalents (One FTE = 2,080 hours)	<input type="text"/>

**CONCESSION EMPLOYEE HOUSING**

	Number Available	Average Occupied	Occupancy Rate
34	Employee Beds	<input type="text"/>	0%
	Total	Per Occupied Bed	
35	Direct Housing Expense	0.00	

**SCHEDULE M2 - OPERATIONAL STATISTICS**

**CONCESSIONER: -** **PERIOD ENDING: MM/DD/YYYY**

Site:   
 Period Covered:

**LODGING**

1	Number of Rooms in Facility	<input type="text"/>
2	Total Number of Room Nights Available	<input type="text"/>
3	Total Number of Room Nights Occupied	<input type="text"/>
4	Occupancy Percentage	0%
5	Average Daily Room Rate (ADR)	<input type="text"/>
6	Revenue Per Available Room (RevPAR)	0
7	Total Number of Guests	<input type="text"/>
8	Number of Lodging Employees	<input type="text"/>

**FOOD AND BEVERAGE**

9	Number of Seats	<input type="text"/>
10	Total Square Feet of Seating Area	<input type="text"/>
11	Total Customers	<input type="text"/>
12	Average Check per Customer	<input type="text"/>
13	Number of Food and Beverage Employees	<input type="text"/>

**GIFTS AND MERCHANDISE**

14	Total Retail Square Feet (including storage)	<input type="text"/>
15	Average Transaction / square foot	<input type="text"/>
16	Total Number of Retail Employees	<input type="text"/>

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17	Covered Slips	<input type="text"/>	0%
18	Uncovered Slips	<input type="text"/>	0%
19	Rental Boats and Houseboats	<input type="text"/>	0%
20	Dry Storage Units	<input type="text"/>	0%
21	Linear Feet of Wet Moorage	<input type="text"/>	
22	Number of Marina Employees	<input type="text"/>	

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23	(Type of Trip/Tour)	<input type="text"/>	0
24	(Type of Trip/Tour)	<input type="text"/>	0
25	(Type of Trip/Tour)	<input type="text"/>	0
26	(Type of Trip/Tour)	<input type="text"/>	0
27	(Type of Trip/Tour)	<input type="text"/>	0
28	Number of Transportation Employees	<input type="text"/>	

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29	Campground Sites	<input type="text"/>	0%
30	Number of Campground Employees	<input type="text"/>	

**SCHEDULE M3 - OPERATIONAL STATISTICS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

Site:   
 Period Covered:

**LODGING**

1	Number of Rooms in Facility	<input type="text"/>
2	Total Number of Room Nights Available	<input type="text"/>
3	Total Number of Room Nights Occupied	<input type="text"/>
4	Occupancy Percentage	0%
5	Average Daily Room Rate (ADR)	<input type="text"/>
6	Revenue Per Available Room (RevPAR)	0
7	Total Number of Guests	<input type="text"/>
8	Number of Lodging Employees	<input type="text"/>

**FOOD AND BEVERAGE**

9	Number of Seats	<input type="text"/>
10	Total Square Feet of Seating Area	<input type="text"/>
11	Total Customers	<input type="text"/>
12	Average Check per Customer	<input type="text"/>
13	Number of Food and Beverage Employees	<input type="text"/>

**GIFTS AND MERCHANDISE**

14	Total Retail Square Feet (including storage)	<input type="text"/>
15	Average Transaction / square foot	<input type="text"/>
16	Total Number of Retail Employees	<input type="text"/>

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17	Covered Slips	<input type="text"/>	0%
18	Uncovered Slips	<input type="text"/>	0%
19	Rental Boats and Houseboats	<input type="text"/>	0%
20	Dry Storage Units	<input type="text"/>	0%
21	Linear Feet of Wet Moorage	<input type="text"/>	
22	Number of Marina Employees	<input type="text"/>	

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23	(Type of Trip/Tour)	<input type="text"/>	0
24	(Type of Trip/Tour)	<input type="text"/>	0
25	(Type of Trip/Tour)	<input type="text"/>	0
26	(Type of Trip/Tour)	<input type="text"/>	0
27	(Type of Trip/Tour)	<input type="text"/>	0
28	Number of Transportation Employees	<input type="text"/>	

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29	Campground Sites	<input type="text"/>	0%
30	Number of Campground Employees	<input type="text"/>	

**SCHEDULE M4 - OPERATIONAL STATISTICS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

Site:   
 Period Covered:

**LODGING**

1	Number of Rooms in Facility	<input type="text"/>
2	Total Number of Room Nights Available	<input type="text"/>
3	Total Number of Room Nights Occupied	<input type="text"/>
4	Occupancy Percentage	0%
5	Average Daily Room Rate (ADR)	<input type="text"/>
6	Revenue Per Available Room (RevPAR)	0
7	Total Number of Guests	<input type="text"/>
8	Number of Lodging Employees	<input type="text"/>

**FOOD AND BEVERAGE**

9	Number of Seats	<input type="text"/>
10	Total Square Feet of Seating Area	<input type="text"/>
11	Total Customers	<input type="text"/>
12	Average Check per Customer	<input type="text"/>
13	Number of Food and Beverage Employees	<input type="text"/>

**GIFTS AND MERCHANDISE**

14	Total Retail Square Feet (including storage)	<input type="text"/>
15	Average Transaction / square foot	<input type="text"/>
16	Total Number of Retail Employees	<input type="text"/>

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17	Covered Slips	<input type="text"/>	0%
18	Uncovered Slips	<input type="text"/>	0%
19	Rental Boats and Houseboats	<input type="text"/>	0%
20	Dry Storage Units	<input type="text"/>	0%
21	Linear Feet of Wet Moorage	<input type="text"/>	
22	Number of Marina Employees	<input type="text"/>	

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23	(Type of Trip/Tour)	<input type="text"/>	0
24	(Type of Trip/Tour)	<input type="text"/>	0
25	(Type of Trip/Tour)	<input type="text"/>	0
26	(Type of Trip/Tour)	<input type="text"/>	0
27	(Type of Trip/Tour)	<input type="text"/>	0
28	Number of Transportation Employees	<input type="text"/>	

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29	Campground Sites	<input type="text"/>	0%
30	Number of Campground Employees	<input type="text"/>	

**SCHEDULE M5 - OPERATIONAL STATISTICS**

<b>CONCESSIONER: -</b>	<b>PERIOD ENDING: MM/DD/YYYY</b>
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Site:	
Period Covered:	

**LODGING**

1 Number of Rooms in Facility	
2 Total Number of Room Nights Available	
3 Total Number of Room Nights Occupied	
4 Occupancy Percentage	0%
5 Average Daily Room Rate (ADR)	
6 Revenue Per Available Room (RevPAR)	0
7 Total Number of Guests	
8 Number of Lodging Employees	

**FOOD AND BEVERAGE**

9 Number of Seats	
10 Total Square Feet of Seating Area	
11 Total Customers	
12 Average Check per Customer	
13 Number of Food and Beverage Employees	

**GIFTS AND MERCHANDISE**

14 Total Retail Square Feet (including storage)	
15 Average Transaction / square foot	
16 Total Number of Retail Employees	

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17 Covered Slips			0%
18 Uncovered Slips			0%
19 Rental Boats and Houseboats			0%
20 Dry Storage Units			0%
21 Linear Feet of Wet Moorage			
22 Number of Marina Employees			

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23 (Type of Trip/Tour)			0
24 (Type of Trip/Tour)			0
25 (Type of Trip/Tour)			0
26 (Type of Trip/Tour)			0
27 (Type of Trip/Tour)			0
28 Number of Transportation Employees			

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29 Campground Sites			0%
30 Number of Campground Employees			



**SCHEDULE M6 - OPERATIONAL STATISTICS**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

Site:   
 Period Covered:

**LODGING**

1	Number of Rooms in Facility	<input type="text"/>
2	Total Number of Room Nights Available	<input type="text"/>
3	Total Number of Room Nights Occupied	<input type="text"/>
4	Occupancy Percentage	0%
5	Average Daily Room Rate (ADR)	<input type="text"/>
6	Revenue Per Available Room (RevPAR)	0
7	Total Number of Guests	<input type="text"/>
8	Number of Lodging Employees	<input type="text"/>

**FOOD AND BEVERAGE**

9	Number of Seats	<input type="text"/>
10	Total Square Feet of Seating Area	<input type="text"/>
11	Total Customers	<input type="text"/>
12	Average Check per Customer	<input type="text"/>
13	Number of Food and Beverage Employees	<input type="text"/>

**GIFTS AND MERCHANDISE**

14	Total Retail Square Feet (including storage)	<input type="text"/>
15	Average Transaction / square foot	<input type="text"/>
16	Total Number of Retail Employees	<input type="text"/>

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17	Covered Slips	<input type="text"/>	0%
18	Uncovered Slips	<input type="text"/>	0%
19	Rental Boats and Houseboats	<input type="text"/>	0%
20	Dry Storage Units	<input type="text"/>	0%
21	Linear Feet of Wet Moorage	<input type="text"/>	
22	Number of Marina Employees	<input type="text"/>	

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23	(Type of Trip/Tour)	<input type="text"/>	0
24	(Type of Trip/Tour)	<input type="text"/>	0
25	(Type of Trip/Tour)	<input type="text"/>	0
26	(Type of Trip/Tour)	<input type="text"/>	0
27	(Type of Trip/Tour)	<input type="text"/>	0
28	Number of Transportation Employees	<input type="text"/>	

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29	Campground Sites	<input type="text"/>	0%
30	Number of Campground Employees	<input type="text"/>	

**SCHEDULE M7 - OPERATIONAL STATISTICS**

<b>CONCESSIONER: -</b>	<b>PERIOD ENDING: MM/DD/YYYY</b>
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Site:	
Period Covered:	

**LODGING**

1 Number of Rooms in Facility	
2 Total Number of Room Nights Available	
3 Total Number of Room Nights Occupied	
4 Occupancy Percentage	0%
5 Average Daily Room Rate (ADR)	
6 Revenue Per Available Room (RevPAR)	0
7 Total Number of Guests	
8 Number of Lodging Employees	

**FOOD AND BEVERAGE**

9 Number of Seats	
10 Total Square Feet of Seating Area	
11 Total Customers	
12 Average Check per Customer	
13 Number of Food and Beverage Employees	

**GIFTS AND MERCHANDISE**

14 Total Retail Square Feet (including storage)	
15 Average Transaction / square foot	
16 Total Number of Retail Employees	

**MARINAS**

	Number Available	Average Occupied	Occupancy Rate
17 Covered Slips			0%
18 Uncovered Slips			0%
19 Rental Boats and Houseboats			0%
20 Dry Storage Units			0%
21 Linear Feet of Wet Moorage			
22 Number of Marina Employees			

**TRANSPORTATION / TOUR / GUIDE SERVICE**

	Annual Trips	Annual Riders	Riders per Trip
23 (Type of Trip/Tour)			0
24 (Type of Trip/Tour)			0
25 (Type of Trip/Tour)			0
26 (Type of Trip/Tour)			0
27 (Type of Trip/Tour)			0
28 Number of Transportation Employees			

**CAMPGROUNDS**

	Number Available	Average Occupied	Occupancy Rate
29 Campground Sites			0%
30 Number of Campground Employees			

**SCHEDULE P - COMPONENT RENEWAL/REPLACEMENT RESERVE ANNUAL RECONCILIATION**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

**CALCULATION OF COMPONENT RENEWAL/REPLACEMENT RESERVE**

1	Gross Receipts (Schedule A, Line 1)	0
2	Less - Adjustments to Gross Receipts (Schedule B, Line 20)	0
3	Gross Receipts Subject to Reserve Calculation (Schedule B, Line 21)	0
4	Component Renewal/Replacement Reserve Percentage	
5	Amount Due to Component Renewal/Replacement Reserve	0
6	(Other Method - Per Authorization (Specify Calculations))	
7	Total Amount Due to Component Renewal/Replacement Reserve for the Current Year	0

**COMPONENT RENEWAL/REPLACEMENT RESERVE RECONCILIATION**

8	Balance in Component Renewal/Replacement Reserve from Prior Year	
9	Total Amount Due to Component Renewal/Replacement Reserve for Current Year	0
10	Less: Total Expenditures Made in Current Year (Schedule Q, Line 40)	0
11	Balance in Component Renewal/Replacement Reserve at Year End	0

**SCHEDULE Q - COMPONENT RENEWAL/REPLACEMENT RESERVE EXPENDITURES**

**CONCESSIONER: -**

**PERIOD ENDING: MM/DD/YYYY**

	Expenditures Made in		NPS Approval
Expenditure Description	Current Year	AFR Reference*	Date
1			
2			
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39			
40	TOTAL EXPENDITURES MADE IN CURRENT YEAR	0	

\*Identify which Schedule(s) and Line(s) each Expenditure is Reported on in the AFR

<b>Schedule K, Type</b>	<b>Concessioner Info, Type of Entity</b>
C	C Corporation
G	S Corporation
L	B Corporation
I	Limited Liability Company
M	Partnership
P	Sole Proprietorship
	Other