

# Cove Management

# Hot Sheet

<b>Week of (previous):</b> 2/2-2/8	<b>Occupied Units:</b> 167
<b>ADR:</b> 123.93 <b>Occupancy %:</b> 13.0	<b>Room Revenue:</b> 20,696.94
<b>Week of (projected):</b> 2/9-2/15	<b>Occupied Units:</b> 348
<b>ADR:</b> 164.81 <b>Occupancy %:</b> 27.0	<b>Room Revenue:</b> 57,352.35
<b>Week of (last year):</b> 2/4-2/10	<b>Occupied Units:</b> 266
<b>ADR:</b> 149.12 <b>Occupancy %:</b> 20.6	<b>Room Revenue:</b> 39,664.59

## Hourly Labor Report: Number of hours worked (non-salaried employees):

**Week of (previous):** 2/2-2/8

**Front Desk & related:** 297.54  
Night Audit: 57.06

<b>Housekeeping:</b> 777.53	<b>Security:</b> 64.46
Inspectors: 94.70	
Common Area Attendants: 128.04	<b>Pool Staff:</b> 0.00
Housepersons: 97.98	
Laundry: 113.51	<b>Banquets:</b> 0.00
Rooms: 257.15	
Deep Cleaning: 86.15	<b>Cabana/Expresso Bar:</b> 9.58

**Maintenance & Grounds:** 251.83  
Grounds: 0.00      **Total Hours:** 1,400.94

## Guest Relations

**Guest/Owner Complaints/Compliments:**  
15 new reviews with a rating of 3.9. **Tripadvisor rating is #8.**

**Marketing Initiative:**  
The "30<sup>th</sup> Anniversary" campaign has brought in \$63,600.00 so far.

**Sales Updates:**

Definite contracts: 1 – 1 Social block. Estimated room revenue: \$2,980.00

Tentative Contracts: 0 – Estimated room revenue: \$0.00

Proposals: 6 proposals sent out

**Events:**

2/12: Worldwide Ministries in the Lakeshore \*CANCELLED DUE TO WEATHER