Day : Tuesday

Time : 02:00 PM-04:30 PM

Date : 6/12/2022

W-19942-2022

Max. Marks : 60

N.B.:

1) All questions are COMPULSORY.
2) Both the sections to be written in same answer sheet.

SECTION - I

Q.1) Answer the following: (Any 6) (6 Marks)

1) Account Transfer	6) Walk In
2) Correction Voucher	7) Right of Lien
3) VPO	8) Formula for ARR
4) Account Allowance	9) Formula for Rev PAR
5) High Balance	10) Complimentary Occupancy %

Q.2) Answer the following: (Any 3) (12 Marks)

a) Explain the functions of front office accounting

b) What are the objectives of credit control?

c) A hotel has 330 rooms, out of which 26 rooms are used for operational purpose and 4 rooms are used by department managers On a particular day 240 rooms are occupied by guest calculate room occupancy %

d) Give the formula for the following:
   i) Room occupancy %
   ii) Bed occupancy %
   iii) Double Occupancy %
   iv) Average occupancy %

Q.3) Answer the following: (Any 3) (12 Marks)

a) Explain front office accounting cycle.

b) Explain credit control measures during occupancy.

c) A hotel has 320 letable rooms On a particular day 240 rooms are occupied by 300 guests Calculate the double occupancy rate

d) Write a short note on:
   i)City ledger   ii)Resident account

SECTION - II

Q.4) Answer the following: (Any 6) (6 Marks)

1) Night Audit	6) Travel agent rate
2) Sales summary report	7) Cost based pricing
3) Z card	8) Noshow
4) Understay	9) Forecasting
5) ROI	10) Overstay

Q.5) Answer the following: (Any 3) (12 Marks)
   a) Give the procedure to reconcile outlet sales summaries.
   b) Differentiate between Rule of thumb approach and Market condition approach.
   c) Elaborate on records required for forecasting.
   d) Explain various types of forecast.

Q.6) Answer the following: (Any 3) (12 Marks)
   a) Explain the role of Night Auditor.
   b) What are the factors considered in Hubbart's formula when fixing room rate.
   c) Explain Benefits of Forecasting.
   d) Explain the procedure of preparing daily transcript.

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