



Accommodations Tax Quarterly Report

The Room Accommodations Tax is due and payable on or before the 30th day of the month following the calendar quarter for which imposed. If you are paying late, there is a \$20.00 late filing fee per quarter and 1% Interest per month.

Permit Number: _____
Name of Owner: _____
Trade Name: _____
Address of Premises: _____

- Step 1 Gross Room Receipts: _____ (Excluding state and county sales taxes)
Step 2 Exempt Sales: _____
Step 3 Net Sales (Step 1 minus Step 2=Net Sales) _____
Step 4 4.5% of Step 3 _____
Step 5 Delinquent Filing Fee (\$25.00 per Quarter) _____
Step 6 Interest for delinquent payments (12% of Step 4) _____
Step 7 Tax Due (Total lines 3, 4, 5, 6) _____

Signature of Owner/Authorized Agent _____ Date _____

Phone number where you can be reached _____

1st Quarter: Due 4/30/17 3rd Quarter: Due 10/30/2017
2nd Quarter: Due 7/30/2017 4th Quarter: Due 1/30/2018

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