



## Accommodations Tax Quarterly Report

The Room Accommodations Tax is due and payable on or before the 30<sup>th</sup> day of the month following the calendar quarter for which imposed. If you are paying late, there is a \$25.00 late filing fee.

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)

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 \_\_\_\_\_

1<sup>st</sup> Quarter: Due 4/30/16

3<sup>rd</sup> Quarter: Due 10/30/2016

2<sup>nd</sup> Quarter: Due 7/30/2016

4<sup>th</sup> Quarter: Due 1/30/2017

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