



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 _____
(\$20.00 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 4/30/2019

3rd Quarter: Due 10/30/2019

2nd Quarter: Due 7/30/2019

4th Quarter: Due 1/30/2020

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