

HOTEL OCCUPANCY TAX MONTHLY REPORT

CITY OF LONGVIEW
 ACCOUNTS RECEIVABLE
 P.O. BOX 1952
 LONGVIEW, TX 75606

Today's Date

Reporting Entity Mailing Address:

This form has been updated to reflect the change in the Occupancy Tax Rate to 9%, which was effective 6/1/2012.

In addition, you may now key in your information and the spreadsheet will calculate the tax. The unshaded cells are available for your data.

Entity Location:

When entering the date please only enter the last date of the month for which taxes are payable.

Example: If you are paying taxes for January, please enter **1/31/2013** in the "Reporting Period Ending Date" cell.

REPORTING PERIOD ENDING DATE

1. Gross Receipts frm Occupancy of Rooms	
2. Less: Exemptions	
3. Taxable Rents.....	\$ -
4. Total Hotel Occupancy Taxes: 9% of Taxable Rents.....	\$ -

The report and payment are due on the last day of the month following the reporting period.

5% Penalty due if paid <u>before</u> the end of the second month for which tax was due. (City Ordinance 94-51)	\$ -
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10% Penalty due if paid <u>after</u> the end of the second month for which tax was due. (City Ordinance 94-51)	\$ -
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6% Interest per annum beginning 60 days after due date... (City Ordinance 94-51)	\$ -
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TOTAL AMOUNT DUE AND PAYABLE	\$ -
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I hereby certify that the statements made herein are, to the best of my knowledge, true and correct and that applicable information has been provided.

Printed Name

Title

Signature

Date