



HOTEL/MOTEL OCCUPANCY TAX RETURN

(Please make copies)

Return on or before the 20th of every month

First submission due January 20th for December occupancy

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

MONTH: _____

Business which operate a hotel, motel, inn, lodge, tourist camp, tourist cabin, bed and breakfast and any other place in which rooms, lodging or accommodation are provided for value are required to pay business occupational taxes to the City of Chattahoochee Hill Country. These same businesses are also required to collect from each person occupying a room a tax of three percent (3%) of the charges for the accommodations. The tax is collected monthly on a calendar year bases. The taxes due are to be remitted on or before the 20th of the month succeeding collection. When paid timely, the licensee may deduct and retain three percent (3%) of the first \$3,000 of the tax collected and ½% of the amount in excess of \$3,000 as a vendor's credit. For failure to pay by the due date, the licensee not only loses vendor's credit, but it subject to paying a penalty and interest on the tax due. The penalty is 10% of the amount due and interest of one percent (1%) per month or fraction thereof that the tax is delinquent.

- 1. Gross Rent \$ _____
- 2. Taxable rent (first ten days of permanent Residents stay is taxable) \$ _____
- 3. Tax (3% of line 2) \$ _____
- 4. Vendor's Credit (deduct 3% of first \$3000 0 of amount on line 3, and ½% of amount in excess of \$3,000 on line 3, if not delinquent) \$ _____
- 5. Penalty (10% of line 3, if delinquent) \$ _____
- 6. Interst (add 1.0% compounded for each month or fraction thereof line 3 if delinquent) \$ _____

TOTAL AMOUNT DUE: \$ _____

Submit form to: City of Milton, Attn: Finance Dept., 2006 Heritage Walk, Milton, GA 30004