



TOWN OF CULPEPER

400 S. Main St., Suite 105 • Culpeper, VA 22701
(540) 829-8240 • FAX (540) 829-8249
Email: ClerksOffice@culpeperva.gov
www.culpeperva.gov

Due on or before the 20th of each month following month for which report is made.

Business Name: _____ **Federal ID No.:** _____

Owner Name: _____ **Customer No.:** _____

MONTHLY REMITTANCE OF LODGING TAX

- | | | |
|-----|--|----------|
| 1. | Gross receipts for the month of _____, 20_____ | \$ _____ |
| 2. | LESS allowable deductions (<i>attach required list</i>) | \$ _____ |
| 3. | Balance taxable (<i>line 1 – line 2</i>). | \$ _____ |
| 4. | 6% tax on item 3 . . . (<i>.06 x line 3</i>) | \$ _____ |
| 5. | LESS 3% discount on item 4 (<i>.03 x line 4 if paid by 20th of month due</i>). | \$ _____ |
| 6. | Balance—total tax less sellers discount | \$ _____ |
| 7. | Penalty for late payment—10% of item 4 (<i>.10 x line 4</i>) | \$ _____ |
| 8. | Total tax and late payment penalty (<i>line 6 + line 7</i>) | \$ _____ |
| 9. | 10% per annum interest on tax and penalty
<i>(Line 8 x .10 ÷ 365 x number of days late)</i> | \$ _____ |
| 10. | TOTAL TAX, PENALTY, AND INTEREST. | \$ _____ |

**Please remit the amount shown on Line 10 to: Town of Culpeper
400 South Main Street, Suite 105
Culpeper, VA 22701**

IF PAID AFTER THE DUE DATE A PENALTY OF 10% OF THE TAX AND INTEREST AT THE RATE OF 10% PER ANNUM WILL BE COMPUTED AND DUE AND PAYABLE IN ACCORDANCE WITH SECTIONS 23-109 AND 23-111 OF THE TOWN CODE.

DECLARATION OF SELLER:

I hereby swear or affirm that the amounts listed above are true, correct, and complete to the best of my knowledge and belief for the period stated above.

Date: _____ Signature _____

Email: _____ Print Name _____

Phone No.: _____ Title _____

Office use only:

Date: _____ Postmark Date: _____ Initial: _____

Bill No.: _____