

CITY OF TEMPLE, TEXAS

Report of Hotel/Motel Occupancy Tax

I declare under the penalties prescribed in the City of Temple Ordinance No. 697 dated July 5, 1973, as amended, that the information contained in this document is true and correct to the best of my knowledge and belief.

The monthly report and remittance MUST BE RECEIVED by the Finance Department not later than the 20th day of the month following the reported month. PAYMENTS RECEIVED BY MAIL MUST BE POSTMARKED NO LATER THAN THE 20TH DAY OF THE MONTH. ALL THOSE POSTMARKED LATER WILL BE CONSIDERED LATE.

Payments received 21 days after the calendar month are assessed a 5% penalty. Payments received 51 days after the calendar month are assessed a 10% penalty. Payments received 81 days after the calendar month are additionally assessed a 6% interest charge per annum.

Report for Month Ending: _____

Hotel/Motel: _____	1. Total Gross Receipts for Month	\$
Address: _____	2. Less Receipts Exempted from Tax <small>(All exemptions must be validated by a signed hotel occupancy tax exemption certificate)</small>	\$
City/State/Zip: _____	3. Taxable Receipts <small>(Subtract Line 2 from Line 1 to get Taxable Receipts)</small>	\$
<input type="checkbox"/> Check here if address different from last report		
AMOUNT OF TAX		
Owner: _____	4. Tax Amount Due _____ at 7% <small>(Taxable receipts, amount from line 3, multiplied by 7%)</small>	\$
Address: _____	5a. Less Discount of 1% of Tax Amount If Received by Date Due (Line 4 multiplied by 1%)	\$
OR		
City/State/Zip: _____	5b. Plus Penalty of 5% or 10% of Tax Amount If Received After Date Due (Line 4 multiplied by 5% or 10%)	\$
6. Net Tax Due (Subtract Line 5a from Line 4 or add Line 5b to Line 4 to get Net Tax Due)		\$
MAKE CHECKS PAYABLE TO: City of Temple MAIL TO: Director of Finance P. O. Box 987 Temple TX 76503-0987		
Printed Name _____		Title _____
Signature _____		Date _____