

# CITY OF THOMASVILLE ROOM OCCUPANCY TAX REPORT

DEPARTMENT OF FINANCE  
 CITY OF THOMASVILLE  
 P.O. Box 368  
 Thomasville, NC 27361  
 (336) 475-4233

FOR THE MONTH OF _____ YEAR _____	N.C. SALES TAX NO. _____	
TRADE NAME UNDER WHICH BUSINESS IS OPERATED _____	BUSINESS PHONE _____	
BUSINESS STREET ADDRESS _____	CITY _____	STATE & ZIP CODE _____
BUSINESS MAILING ADDRESS _____	CITY _____	STATE & ZIP CODE _____
OWNER OF BUSINESS—NAME AND ADDRESS _____	CITY _____	STATE & ZIP CODE _____

## COMPUTATION OF OCCUPANCY TAX

1. Gross Retail Receipts (Less Sales Tax) .....	\$ _____
2. Less: Non-Occupancy Related Receipts .....	_____
3. Less: Occupancy Receipts Not Subject To Sales Tax .....	_____
4. Net Retail Receipts Subject To Sales Tax .....	_____
5. Total Tax (6% of Line #4) .....	_____
6. Add Penalty .....	_____
7. Add Additional Penalty .....	_____
8. Total Amount Due .....	_____
9. Total Amount Remitted .....	\$ _____

### CERTIFICATION OF TAXPAYER

I certify under penalties of law that this report, including all statements and schedules attached hereto, is a true and complete report covering the month named above in accordance with the Records of the reporting taxpayer.

Date \_\_\_\_\_, 20\_\_\_\_ Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

## INSTRUCTIONS

1. Enter gross retail sales as reported to the North Carolina Department of Revenue on the Sales and Use Tax Report, less sales tax.
2. Non-occupancy related receipts are those receipts from retail sales not derived from rental of rooms, lodging, or similar accommodations.
3. Occupancy receipts not subject to sales tax would be those receipts such as receipts derived from the rental of a room or rooms to the same occupant for more than 90 days.
4. Enter total of Line 1, less Lines 2 and 3.
5. Multiply Line 4 by 6%.
6. A person, firm, corporation, or association who fails or refuses to file the return shall pay a penalty of \$10.00 for each day's omission.
7. In case of failure or refusal to file the return or pay the tax for a period of 30 days after the time required for filing the return or for paying the tax, there shall be an additional tax, as a penalty, of 5% of the tax due in addition to any other penalty, with an additional tax of 5% for each additional month of fraction thereof until the tax is paid. Any person who willfully attempts in any manner to evade a tax imposed or who willfully fails to pay the tax or make and file a return shall, in addition to all other penalties provided by law, be guilty of a misdemeanor and shall be punishable by a fine not to exceed \$1,000.00, imprisonment not to exceed 6 months, or both.
8. The report and total amount due must be remitted to the City Finance Department on or before the **fifteenth day of the month** following the month in which the tax accrues.
9. **Please make your check payable to the City of Thomasville.**