



QUARTERLY TRANSIENT LODGINGS TAX REPORT

The quarterly report and tax payment are due the 15th of the month following the end of the quarter.

Due Dates: 1st Quarter – April 15th, 2nd Quarter – July 15th, 3rd Quarter – October 15th, 4th Quarter – January 15th

Payment must be received or postmarked by the close of business on the following dates to avoid the 10% penalty charge:

1st Quarter – April 30th, 2nd Quarter – July 31st, 3rd Quarter – October 31st, 4th Quarter – January 31st.

NAME OF FACILITY _____

ADDRESS _____

TELEPHONE _____ NO. OF ROOMS _____ PERIOD ENDING _____

1. Gross Rental Fees Collected		\$ _____
2. Monthly rentals	\$ _____	
3. Rent less than \$2/Day	\$ _____	
4. Federal Government Contract Lodging	\$ _____	
5. Uncollectables	\$ _____	
6. Transient Lodging Intermediaries (attach Schedule SLT-1)	\$ _____	
7. TOTAL ALLOWABLE DEDUCTIONS (SUM OF LINES 2, 3, 4, 5 & 6)		\$ _____
8. TAXABLE RENTS (LINE 1 MINUS LINE 7)		\$ _____
9. Convention Center Surcharge (Line 8 x .025)	\$ _____	
10. Special Convention Center Tax (Line 8 x .03)	\$ _____	
11. Operator's Collection Fee (Line 9 and 10 x .05)	\$(_____)	
12. TAX DUE COUNTY (THE SUM OF LINE 9 PLUS LINE 10 MINUS LINE 11)		\$ _____
13. TRANSIENT LODGING TAX DUE CITY (LINE 8 X .06)*		\$ _____
14. Penalty	\$ _____	
15. Interest	\$ _____	
16. Adjustment for Prior Shortage	\$ _____	
17. Adjustment for Prior Overage	\$ _____	
18. TOTAL ADDITIONS & ADJUSTMENTS (SUMS OF LINES 14, 15, 16, MINUS LINE 17)		\$ _____
19. TOTAL DUE (LINE 12 PLUS 13 AND 18)		\$ _____

I declare, under penalty of making a false statement, that to the best of my knowledge and belief, the statements herein are correct and true.

SIGNED _____

PRINT NAME _____ TITLE _____

**PLEASE MAKE CHECKS PAYABLE TO: CITY OF WOOD VILLAGE
2055 NE 238TH DRIVE
WOOD VILLAGE, OR 97060**