

PERKINS TOWNSHIP HOTEL OPERATORS MONTHLY RETURN OF HOTEL TAX

Hotel Name _____

For month ending _____

Address _____

due on or before _____

1 Gross Receipts -All Hotel and Motel Lodging furnished to guests	\$			
2 Exempt Receipts - Permanent Guests (anyone with continuous lodging over 30				
3 Other Exemptions (attach copy of Exemption Certificate)				
4 Total Exempt Receipts (add lines 2 and 3)				
5 Net Taxable Receipts (line 1 less line 4)				
6 Tax Due (enter 3% of line 5)				
7 Credit or Debit (over or under payment in prior months)				
8 Penalty (10% plus 1 1/2 % interest per month on amount of tax)				
9 Total Tax Due (sum of lines 6, 7 and 8)	\$			

Tax due on or before the fifteenth (15th) day of the month following the close of each month.

I hereby certify that the information and statements contained herein and in any schedules or exhibits attached are true and correct.

Signature _____ Title _____

Date _____

Make check or money order payable to
Perkins Township and mail with
completed return to:

PERKINS TOWNSHIP FISCAL OFFICER
2610 Columbus Avenue
Sandusky, Ohio 44870

E-mail _____ Telephone _____

Instructions for the administration of levy of excise tax on lodging furnished by a hotel to transient guests, pursuant to Township of Perkins Resolution 2018-120, may be obtained by contacting the Perkins Township Fiscal Officer's Office and requesting a copy of the Hotel Lodging Excise Tax Code of Regulations or from our website.

This new online form may be downloaded at www.perkinstownship.com. On the website' s Home Page, click on the **Administration** drop down tab, click on **Services & Forms**, then click on **Hotel Operators Monthly Return of Hotel Tax** and print. On the printed form write your tax information, including your hotel name and address, and mail it with your payment to the address on this form. If any changes are needed for your hotel, please call the Administration Office at 419-609-1400 during regular business hours Monday – Friday, 9:00 am – 4:00 pm or email kathyn@perkinstownship.com.