

CITY OF WINSTON

TRANSIENT ROOM TAX REMITTANCE FORM

Please fill out form completely. Payment is due on the 10th day following the end of the month.

NAME: _____

PERIOD COVERED: _____

ADDRESS: _____

DATE DUE: _____

PHONE: _____

DELINQUENT AFTER: _____

NUMBER OF ROOMS/SPACES: _____

CALCULATION SECTION

CHANGE OF ADDRESS must be filed and reported immediately to the City Recorder.

IF THE BUSINESS IS DISPOSED OF OR SUSPENDED, closing return must be filed immediately at the Office of the City Recorder, City Hall. Tax due must be paid. No change of ownership can be recorded until this is completed.

CHECKS, CASH, MONEY ORDERS AND DEBIT OR CREDIT CARDS, in the exact amount of the tax due are accepted by the Office of the City Recorder only as agent of the taxpayer and do not constitute payment until cleared. The Office of the City Recorder assumes no responsibility for the loss in transit. Postmark date is considered the date of delivery. Please do not mail cash.

REMITTANCE: Avoid penalty – be sure proper remittance is enclosed.

MAKE CHECK PAYABLE
TO
CITY OF WINSTON

1. GROSS RENTS \$ _____
* LESS ALLOWABLE DEDUCTIONS
2. Rent by Month \$ _____
Government employee. . \$ _____
3. TOTAL (Allow deductions) \$ _____
4. Taxable rents \$ _____
5. TAX (7% of line 4) \$ _____
6. Add excess tax collected \$ _____
7. TOTAL TAX DUE \$ _____
8. Penalty (10% of line 7) . . \$ _____
9. Interest (.5% per month) \$ _____
10. Adjustment for prior shortage or over payment \$ _____
11. TOTAL TAX, PENALTY AND INTEREST (Line 7, 8, 9 & 10 or subtract 10 for overpayment) \$ _____
12. Motel Owner Retention (5% of line 7) \$ _____
13. Amount to be PAID (Line 11 minus line 12) . . . \$ _____

I DECLARE, UNDER PENALTY OF MAKING FALSE STATEMENT, THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE STATEMENTS HEREIN ARE CORRECT AND TRUE.

Signature

Date