

TRANSIENT OCCUPANCY TAX RETURN

Commissioner of the Revenue
8311 Mary Ball Road, Room 203
Lancaster VA 22503
Tel: (804) 462-7920
Fax: (804) 462-7591

OWNER'S OR BUSINESS NAME

SSN OR FEDERAL ID NO.:

MAILING ADDRESS:

PHYSICAL LOCATION:

TAX CALCULATION FOR THE MONTH/YEAR _____

- 1. GROSS RECEIPTS FROM SPACE/ROOM RENTALS: _____
- 2. TRANSIENT & OCCUPANCY TAX RATE: 2.00% _____
- 3. TAX LIABILITY DUE: _____
- TOTAL TAX REMITTED ON YOUR BEHALF FROM BELOW _____

4. <u>ONLINE PLATFORM/INTERMEDIARY</u>	<u>GROSS RECEIPTS</u>	<u>TAX PAID ON YOUR BEHALF</u>
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____

- 5. PENALTY: (See instructions) _____
- 6. ADDITIONAL PENALTY: (See instructions) _____
- 7. INTEREST: (See instructions) _____
- 8. TOTAL AMOUNT TAX DUE INCLUDING PENALTY & INTEREST
(LINES 3+4+5+6+7) _____

SIGNATURE:

I certify or declare that the statements and figures herein given are true, full and complete to the best of my knowledge and belief.

Signature

Date

Title

Telephone

MAKE CHECKS PAYABLE TO BONNIE J. DICKSON, TREASURER OF LANCASTER COUNTY

FILE RETURNS WITH MARLON S. SAVOY, COMMISSIONER OF THE REVENUE AT THE ADDRESS ABOVE BY THE 20TH OF THE MONTH.

INSTRUCTIONS

1. RETURNS ARE DUE THE 20TH DAY OF EACH MONTH
2. LINE 5: IF THE RETURN IS FILED AFTER THE DUE DATE (20TH OF THE MONTH), THEN A PENALTY OF 5% OF THE TAX LIABILITY (LINE 3) WILL BE ASSESSED.
3. LINE 6: AN ADDITIONAL 5% PENALTY OF THE TAX LIABILITY IS IMPOSED FOR EVERY SUBSEQUENT 30 DAYS THE RETURN IS NOT FILED. THE MAXIMUM ASSESSED PENALTY SHALL BE 25% OF THE TAX LIABILITY (LINE 3).
4. LINE 7: INTEREST WILL BE ASSESSED AT 8% PER ANNUM WHICH SHALL BE COMPUTED UPON THE TAXES AND PENALTY FROM THE DATE SUCH TAXES ARE DUE AND PAYABLE.