



Hotel Motel Quarterly Report
Calendar Reminder

- 1st Quarter: January – March – Due April 30
2nd Quarter: April – June – Due July 30
3rd Quarter: July – September – Due October 30
4th Quarter: October – December – Due January 30

QUARTERLY HOTEL OCCUPANCY TAX REPORT
Code Of Ordinances Article 11.3001

REPORTING ENTITY

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TAXPAYER ID: _____ NUMBER OF ROOMS: _____

Table with 2 columns: Item number and Description. Rows include: 1 Total room receipts, 2 Less Tax Exemptions, 3 Total Taxable Receipts, 4 Total Tax Due (7% of Item 3), 5 Less Discount, 6 Tax Due after Discount, 7 Penalties, 8 TOTAL AMOUNT DUE AND PAYABLE TO CITY OF SANGER.

MAKE THE AMOUNT IN ITEM 8 PAYABLE TO: CITY OF SANGER
Accounts Payable
P.O. Box 1729
Sanger, Texas 76266-0017

I declare that the information on this form and any attachments is true and correct to the best of my knowledge and belief

Signed, Duly Authorized Agent: _____ Date: _____

Print Name/Title: _____

Business Phone: _____ E-mail: _____

NOTES:

PENALTY: If report filed or tax paid after the due date, enter penalty. 1-30 days late 5% 30-60 days 10% 60-90 days 15%

EXEMPTIONS: Names addresses and identification relied upon for the granting of exemptions.

REQUIRED DOCUMENTATION: Include a copy of the concurrent quarterly Texas Hotel and Motel Tax Report filed with the State.