

CITY OF MANZANITA

PO BOX 129

MANZANITA, OREGON 97130

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QUARTERLY TRANSIENT TAX REPORT

() 1ST QTR-JAN/FEB/MAR
() 3RD QTR-JUL/AUG/SEPT

() 2ND QTR-APR/MAY/JUNE
() 4TH QTR-OCT/NOV/DEC

DUE ON OR BEFORE THE LAST DAY OF MONTH FOLLOWING THE REPORTING QUARTER

DATE _____ OWNER NAME _____

MCA# _____ RENTAL STREET ADDRESS _____

TRANSIENT LODGING TAX CALCULATION

- 1. GROSS RENTS: Enter total amount of all consideration received for occupancy including all non-optional fees (other than taxes) such as booking/reservation fees; cleaning fees; pet charges; fees for extra vehicles, people or beds; etc.; and any amounts received from Transient Lodging Intermediaries. \$ _____
2. LESS ALLOWABLE DEDUCTIONS:
a) Monthly rent (long-term/monthly rentals)..... \$ _____
b) Rent which Intermediaries remitted the taxes for - From Page 2..... \$ _____
c) TOTAL allowable deductions (Total of Line 2a and Line 2b)..... \$ _____
3. TAXABLE RENTS (Line 1 minus Line 2c)..... \$ _____
4. TAX CALCULATION (9% of Line 3)..... \$ _____
5. SUBTRACT COLLECTION FEE RETAINED (5% of Line 4)..... \$ _____
6. TOTAL TAX DUE (Line 4 minus Line 5)..... \$ _____
7. PENALTIES:
Delinquent one month after close of the quarter
a) If submitted and/or paid after the last day of month following the quarter, enter the greater of \$100 or 10% of the tax due (10% of Line 6) \$ _____
Delinquent two months after close of the quarter
b) If submitted and/or paid after the last day of the second month following the quarter, also enter the greater of \$150 or 15% of the tax due (15% of Line 6) \$ _____
8. INTEREST: Enter 1% of taxes due (1% Line 6) per month or portion of month beginning the first day of delinquency \$ _____
9. TOTAL PENALTIES & INTEREST (Total of Line 7a, Line 7b and Line 8)..... \$ _____
10. TOTAL TAX, PENALTIES & INTEREST (Total of Line 6 and Line 9)..... \$ _____
11. ADJUSTMENT IF APPLICABLE (add any prior shortage/subtract any prior overpayment) \$ _____
12. TOTAL TAX, PENALTIES & INTEREST DUE TO THE CITY..... \$ _____

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

SIGNED _____ TITLE _____

MAKE CHECKS PAYABLE TO: THE CITY OF MANZANITA
YOU MAY ALSO PAY ON-LINE AT: www.ci.manzanita.or.us and email your completed form

This tax report must be submitted by the due date even if you had no taxable rent for this quarter.