



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

1. GROSS RENTS:

Enter the total amount of all consideration charged to the transient for occupancy - including all fees - assessed by the Owner, their agent or a Transient Lodging Intermediary, whether or not received by the Owner, that is not optional or refundable, excluding taxes. (See the definition of "Rent" in Manzanita Ordinance 16-03).....\$

2. LESS ALLOWABLE DEDUCTIONS:

- a) Monthly Rent (long-term/monthly rentals)
b) Rent that VRBO remitted Taxes to the City for
c) Rent that Expedia remitted Taxes to the City for
d) Rent that Airbnb remitted Taxes to the City for
e) Rent that Evolve remitted Taxes to the City for

f) TOTAL allowable deductions (Total of Line 2a, 2b, 2c, 2d and 2e) \$

3. TAXABLE RENTS (Line 1 minus Line 2f) \$

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:

a) Delinquent one month after close of the quarter

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) \$

b) Delinquent two months after close of the quarter

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 (WITH THIS FORM)... \$

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

This tax report must be submitted by the due date even if you had no taxable rent to report or pay for this quarter to avoid penalties and late fees.