



## CITY OF MANZANITA

655 Manzanita Avenue – Manzanita Oregon 97130

P.O. Box 129, Manzanita, OR, 97130-0129

Phone: (503) 812-2514 | TTY Dial 711

[strprogram@ci.manzanita.or.us](mailto:strprogram@ci.manzanita.or.us)

To Manzanita Short-Term Renters,

We are in the process of an overhaul in the reporting and payment of the quarterly transient taxes that are due every quarter. The new changes will take effect for this next tax quarter (3Q25). We anticipate the new process for reporting and payment of quarterly taxes will be more efficient and streamlined for the end user.

Amongst the changes:

1. All owners will update their contact information.
2. All owners will list their designated quarterly tax remitters with name, organization, phone, and email address.
3. All document submissions will be digital (PDF) only! PAPER SUBMISSIONS WILL NO LONGER BE ACCEPTED!
4. Submit all documents and correspondence to [STRProgram@ci.manzanita.or.us](mailto:STRProgram@ci.manzanita.or.us)

MCA #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Owner(s) Phone: \_\_\_\_\_

Owner(s) Email: \_\_\_\_\_

Owner(s) Signature: \_\_\_\_\_

Designated Tax Remitter Name: \_\_\_\_\_

Designated Tax Remitter Organization: \_\_\_\_\_

Designated Tax Remitter Phone: \_\_\_\_\_

Designated Tax Remitter Email: \_\_\_\_\_

Thank you,

Chris Bird

STR Program Manager

[STRprogram@ci.manzanita.or.us](mailto:STRprogram@ci.manzanita.or.us)