



COUNTY OF CHAUTAUQUA

Director of Finance

3 North Erie Street
Mayville, NY 14757
(716)753-4223

ROOM OCCUPANCY TAX RETURN FORM

PLEASE PRINT OR TYPE

CERTIFICATE # \_\_\_\_\_ Period Ending: \_\_\_\_\_

FILING PERIOD (SELECT ONE):

Filing Status: \_\_\_\_\_

Quarterly 1/1-3/31 [ ] 4/1-6/30 [ ] 7/1-9/30 [ ] 10/1-12/31 [ ]
Due Date: April 20th July 20th October 20th January 20th

Annual (Occupancy Tax collection is less than \$1,500 per year) [ ] Due Date January 20th

IDENTIFICATION OF PROPERTY:

Owner Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of establishment(s): \_\_\_\_\_

If applicable, attach a list of all properties included in this return

If you have permanently closed your business and this is your final return, please mark yes and enclosed your certificate with this return. Yes [ ]

COMPUTATION OF TAX

- 1. Gross Income Collected From Occupancy of Rooms/Units \_\_\_\_\_ Line A
2. Less: Exempt Income \_\_\_\_\_ Line B
(Occupants from Exempt Organizations & Permanent Residents)
3. Net Taxable Income (Line A minus Line B) \_\_\_\_\_ Line C
4. County Room Occupancy Tax Due (5% of Line C) \_\_\_\_\_ Line D
5. Penalty - 10% of tax due if postmarked after due date \_\_\_\_\_ Line E
6. Interest - Add 1% of tax for payments postmarked after 30 days of the original due date and an additional 1% for each month thereafter until payment is made. \_\_\_\_\_ Line F
7. Total Amount Due (Line D plus Line E plus Line F) \_\_\_\_\_ Line G

This return must be filed with your remittance in full for the amount of tax within 20 days after the period covered by the return to avoid imposition of penalties.

I hereby certify that this return, including any attachments, is to the best of my knowledge a true and complete return.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

Make remittance payable to: Chautauqua County Director of Finance

Mail to: Chautauqua County Finance Department
GOB 3 North Erie Street
Mayville, NY 14757