



City of Orrville Hotel Rent Tax Return Form

INSTRUCTIONS: Complete the form below and return. Hotel Rental Tax Forms are to be completed monthly and are due on or before the 15th of the following month. For example: Tax on October Hotel Rents is due on or before November 15th.

Hotel Name: _____ Hotel Tax ID # _____

Address: _____

Phone Number: _____ Email: _____

Report Period From: _____ To: _____

1. Gross Rents
2. Exempt Rents
3. Other Exemptions (exemption certificate must be attached)
4. Total Exempt Rents (add lines 2 and 3)
5. Taxable Rents (line 1 less line 4)
6. 3% of Taxable Rents
7. Adjustments – prior period (explanation of adjustment must be attached)
8. Penalty for late filing (10% per month from date tax is due).
9. Interest (1% per month from date tax is due)
10. Total Tax Due (sum of lines 6 through 9)

Payment must be submitted with this return. Make check payable to: City of Orrville.

Remit both check and form to:

City of Orrville
Finance Department
P.O. Box 61
Orrville, OH 44667

The undersigned declares that this return (and accompanying certificates and/or exemptions), are a true, correct and complete return for the taxable period stated above. The City of Orrville must be notified of any change of ownership, name or address of this business.

Signature _____

Date _____

Title _____