



City of Dawsonville
P.O. Box 6, 415 Highway 53 East Suite 100
Dawsonville, Georgia 30534
Phone: (706) 265-3256
Website: www.dawsonville-ga.gov

MONTHLY HOTEL-MOTEL TAX REPORT FORM

REPORT MONTH: _____ **YEAR:** _____

Name of Hotel-Motel: _____

Phone # and Email Address: _____

Georgia Sales & Use Tax #: _____

Printed Name of Preparer: _____

Preparer Phone # and Email: _____

- | | | |
|------------------------------------------------------------------------------------------------------------------------------|-----|--------------|
| 1. Gross Rent collected by Operator during monthly period. | (A) | \$ _____ |
| 2. Amount of Gross Rent attributed to Permanent Residents | (B) | \$ _____ |
| 3. Amount of other credits, deductions, or exemptions. | (C) | \$ _____ |
| 4. Total Taxable Rent (Subtract lines 2 and 3 from line 1.) | | \$ _____ |
| 5. Taxable Rent (Insert amount from line 4 here) | (D) | \$ _____ |
| 6. Hotel-Motel Excise Tax (6.00%) | | X .06 |
| 7. Gross Amount of Tax (Multiply line 5 by line 6) | (E) | \$ _____ |
| 8. Operators Collection Fee Credit
(Multiply the portion of line 5 that is more than \$3,000.00 by .005) | (F) | - \$ _____ |
| 9. Penalty 1 ½% (Apply to reports received after the 20 th) | (G) | + \$ _____ |
| 10. Total Remitted (Subtract line 8 from line 7 / add line 9)
Make Checks payable to: "City of Dawsonville" | (H) | \$ _____ |

Note: Reports received after the 20th of each month must include the 10% penalty.

I hereby certify that the statements made herein and in any supporting schedules are true, correct and complete. This report contains no false or fraudulent information.

Preparers Printed Name / Title

Signature of Individual Preparing Form

Date

Numerical References from the Report

- A. Rent, Operator, and Hotel are used as defined in the Taxation Ordinance – Article III Hotel-Motel Excise Tax. Gross Rent shall be defined as the total amount of consideration received for occupancy during a calendar month, without accounting for any credits, deductions, or exemptions, expressed as a monetary value.
- B. Permanent Residents are those occupants as defined in in the Taxation Ordinance – Article III Hotel-Motel Excise Tax, whose continuous occupancy is greater than thirty (30) consecutive days. No tax need be collected from the 31st day forward. However, rents paid by a permanent resident for the first thirty (30) days of occupancy are subject to the excise tax.
- C. Any Gross Rent attributable to the items defined in in the Taxation Ordinance – Article III Hotel-Motel Excise Tax, shall be listed on line 3 of the report.
- D. Item 4 is the Taxable rent and shall be defined as the Gross Rent entered on Line 1 less any amounts entered in Line 2 and/or Line 3.
- E. Gross amount of the tax shall be an amount equal to six percent (6%) of the Taxable Rent, as defined in item 4. Rate of levy is six percent (6%) and is defined in the Taxation Ordinance – Article III Hotel-Motel Excise Tax.
- F. Operators Collection Fee allowed to Operators, as defined in the Taxation Ordinance – Article III Hotel-Motel Excise Tax, shall be equal to one-half percent (.5%) of that portion of Taxable Rent which exceeds \$3,000.00 and if the report and remittance is received no later than the 20th of each month.
- G. Late Fee, as defined in the Taxation Ordinance – Article III Hotel-Motel Excise Tax, shall be equal to one and one-half percent (1 1/2%) of the Taxable Rent due if report and remittance are received after the 20th of each month.
- H. The Total Gross Amount of the Tax entered on Line 10, less the collection fee or plus a late fee, if applicable, shall be the amount of Tax which shall be remitted to the City of Dawsonville with this Report.