



CITY OF JACKSONVILLE

P.O. Box 7 - 206 N. 5th Street
Jacksonville, OR 97530

www.jacksonvilleor.us

Transient Lodging Tax Quarterly Return

Quarter: Year:

Business Name:

(list all locations being reported)

Street Address:

(list all locations being reported)

Owner / Operator:

Telephone: ()

Contact Name:

E-Mail:

Please fill in this form completely and correctly and return along with payment for any taxes. The taxes collected by an operator are due and payable to the City on a quarterly basis by the thirtieth day of the month following the end of the quarter. Payments are considered delinquent and subject to interest and penalty if not postmarked by the thirtieth day of the month in which payment is due. Taxes are not considered paid until payment clears. The City of Jacksonville assumes no responsibility for loss of payment in transit. Change of ownership and/or address must be filed and reported immediately to the Tax Administrator. If business is disposed of or suspended, a closing return must be filed immediately with the Tax Administrator.

MAKE CHECKS PAYABLE TO: CITY OF JACKSONVILLE. For additional information, contact the Finance Director at (541) 899-1231 x 313

Number of rooms:	<input type="text"/>	Number of room nights available during this quarter:	<input type="text"/>
<i>(Please adjust your room night count for any circumstance under which a room may not be available for public / commercial occupancy.)</i>			
Average length of stay:	<input type="text"/>	Number of room nights used this quarter:	<input type="text"/>

1. Total GROSS RECEIPTS for lodging		1	<input type="text"/>	-
2. Reduction to gross receipts:				
2a. Credit Card Transaction Fees	2a	<input type="text"/>	-	
2b. Gross receipts from transient lodging intermediaries <i>(submit schedule TLT-1)</i>	2b	<input type="text"/>	-	
2c. Total reduction to gross receipts <i>(add lines 2a thru 2b)</i>		2c	<input type="text"/>	-
3. TOTAL TAXABLE GROSS RECEIPTS <i>(subtract line 2c from line 1)</i>		3	<input type="text"/>	-
4. Tax rate		4	<input type="text"/>	x 0.09
5. Tax due <i>(multiply line 3 by line 4)</i>		5	<input type="text"/>	-
6. Operator Administrative cost rate <i>(to be credited to the Marketing Fund)</i>	6	<input type="text"/>	x 0.05	
7. Operator Administrative cost <i>(multiply line 5 by line 6)</i>	7	<input type="text"/>	-	
8. TOTAL TAX DUE <i>(line 5. if operator opted out of marketing fund subtract line 7 from line 5)</i>		8	<input type="text"/>	
9. Late Penalty if tax is not remitted within 30 days of due date <i>(10% of line 8)</i>		9	<input type="text"/>	
10. 2nd Late Penalty if tax is not remitted within 61 days of due date <i>(15% of line 8)</i>		10	<input type="text"/>	
11. TOTAL TAX DUE WITH PENALTIES <i>(total of line 8 + 9 + 10)</i>		11	<input type="text"/>	
12. Interest <i>(0.5% per month from date tax became delinquent. Interest can not be pro-rated.)</i>		12	<input type="text"/>	
13. Adjustment for prior overpayment or shortage		13	<input type="text"/>	
14. TOTAL TAX, PENALTY, AND INTEREST <i>(Line 11 + 12 + 13)</i>		14	<input type="text"/>	

I DECLARE, UNDER PENALTY OF MAKING A FALSE STATEMENT, THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE STATEMENTS HEREIN ARE CORRECT AND TRUE.

Signature _____ Title _____ Date _____

Business Name:

Quarter:

Year:

Schedule TLT-1: Report of gross receipts from transient lodging intermediaries

As reported on line 2b of City of Jacksonville Transient Lodging Tax Quarterly Return

State lodging requirements specify that whomever collects the payment from the customer is responsible for collecting the tax and is required to file a return and pay the tax quarterly. Identify all transactions with transient lodging intermediaries who collected from the customer directly for this quarter. A transient lodging intermediary is a person, other than a provider, who facilitates the retail sale and charges for the occupancy of transient lodging. Transient lodging intermediaries include, but are not limited to, online travel companies, travel agents, and tour outfitter companies. Only include the amount that you actually received from each intermediary; you don't need to determine the retail price charged to the customer.

Don't include:

- Transactions for which you collected the tax directly from customers; or
- Transactions for which you received the tax from the intermediaries.

Attach this schedule to your return that you submit to us. Add additional pages if needed.

1	Company name of transient lodging intermediary	
	Address	
	Contact Name and Phone Number	\$
2	Company name of transient lodging intermediary	
	Address	
	Contact Name and Phone Number	\$
3	Company name of transient lodging intermediary	
	Address	
	Contact Name and Phone Number	\$
4	Company name of transient lodging intermediary	
	Address	
	Contact Name and Phone Number	\$
5	Company name of transient lodging intermediary	
	Address	
	Contact Name and Phone Number	\$
TOTAL (should equal total on line 2b of page 1)		\$