



REPORT OF HOTEL OCCUPANCY TAX, CITY OF KYLE, TEXAS

TO: DIRECTOR OF FINANCE - CITY OF KYLE, P.O. BOX 40, KYLE, TEXAS 78640

I declare, under the penalties prescribed in the City Hotel Occupancy Tax Ordinance, that the information contained in this document is true and correct to the best of my knowledge and belief:

REPORT FOR QUARTER ENDED _____ 20____
(March 31, June 30, September 30 or December 31)

(Name of facility)

(Location of facility)

(Mailing address, if different from above)

(Signature)

(Title)

TOTAL GROSS RECEIPTS FOR QUARTER \$ _____

LESS: RECEIPTS EXEMPTED FROM TAX \$ _____

TAXABLE RECEIPTS \$ _____

AMOUNT OF TAX @ 7% \$ _____

LATE CHARGE @ 5%* \$ _____

ADDITIONAL CHARGE @ 1%* per month \$ _____

TOTAL DUE \$ _____

Original (white): To Director of Finance with remittance; Duplicate (yellow): Retained by taxpayer. Make checks payable to City of Kyle.

* Obtain additional forms when needed from City Director of Finance. Due the last day of the month following the end of each calendar quarter. Should payment not be received or U.S. Post Office postmarked by the due date, a 5% late charge will be assessed. If past due tax is not paid within 30 days after the due date, an additional 5% penalty will be assessed. An additional charge of 1% per month of the total amount due, including late charges, will be assessed if payment is not received within 60 days of the due date. Note changes of ownership or address on reverse, giving date of change.