



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 # \_\_\_\_\_ Year: \_\_\_\_\_

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

OR

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

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

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

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

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

EMAIL: \_\_\_\_\_

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

COMPUTATION OF TAX

- 1. Gross Income Collected From Occupancy of Rooms/Units \_\_\_\_\_ Line A
2. Less: Air BNB rental Income \_\_\_\_\_ Line B
3. Less: Exempt Income \_\_\_\_\_ Line C
(Occupants from Exempt Organizations & Permanent Residents)
4. Net Taxable Income (Line A minus Line B and Line C) \_\_\_\_\_ Line D
5. County Room Occupancy Tax Due (5% of Line D) \_\_\_\_\_ Line E
6. Penalty - 10% of tax due if postmarked after due date \_\_\_\_\_ Line F
7. 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 G
8. Total Amount Due (Line E plus Line F plus Line G) \_\_\_\_\_ Line H

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 \_\_\_\_\_

Make remittance payable to: Chautauqua County Director of Finance
Mail to: Chautauqua County Finance Department
GOB 3 North Erie Street
Mayville, NY 14757