

Reporting Month/Year

City of Woodburn
Transient Lodging Tax
Remittance Form - Lodging Entities



Contact Person
Hotel Name
Address

Phone
Email

1. Total gross receipts for lodging
2. Allowable deductions/exemptions
2a. Rent for occupancies more than 30 days
2b. Rent for less than \$2.00 per day
2c. Rent for medical reasons
2d. Rent for qualified Federal use
2e. Rent collected by intermediaries
2f. Total reduction to gross receipts
3. Total taxable gross receipts for lodging
4. Transient occupancy tax rate
5. Total tax due
6. Delinquent tax due
7. Amount due before administrative fee
8. Administrative expense rate
9. Administrative fee
10. Amount due after administrative fee
11. Additions and adjustments
11a. Interest
11b. Penalties
11c. Adjustments
11d. Total additions and adjustments
12. Total amount due

Checks for the total amount due (Line 10) are accepted by the Finance Department of the City of Woodburn only as the agent of the taxpayer and do not constitute payment until cleared.

* Interest is calculated at the rate of one percent (1.0%) per month without prorations for portions of a month, on the tax due, exclusive of penalties, from the date on which the tax first become delinquent until paid whether or not an extension has been granted to the operator.

** An operator who has not been granted an extension of time for remittance of tax due and who fails to remit the tax prior to delinquency (remittance of payment after the last day of the month the tax is due) shall pay a penalty of ten percent (10%) of the tax due in addition to the tax.

I declare, under penalty of making a false statement, that to the best of my knowledge and belief, the statements herein are correct.

Signature

Date

Please remit payments to:

City of Woodburn
Finance Department
270 Montgomery St
Woodburn, OR 97071
finance@ci.woodburn.or.us

Reporting Month/Year

City of Woodburn

Transient Lodging Tax

Remittance Form - Gross receipts from transient lodging intermediaries



| | | Amount |
|---|--|--------|
| 1 | Name of transient lodging intermediary | |
| | Address | |
| 2 | Name of transient lodging intermediary | |
| | Address | |
| 3 | Name of transient lodging intermediary | |
| | Address | |
| 4 | Name of transient lodging intermediary | |
| | Address | |
| 5 | Name of transient lodging intermediary | |
| | Address | |
| 6 | Name of transient lodging intermediary | |
| | Address | |
| Total (reported on line 1 of page 1) | | |