



MONTHLY EXCISE TAX RETURN
MOTEL-HOTEL ROOMS AND SHORT-TERM RENTALS
(Authorized by O. C. G. A. § 48-13-51)

RETURN FOR THE CALENDAR MONTH OF _____, _____

(The due date of this return is the 20th of the month following the month for which the tax is due.)

BUSINESS NAME _____ TELEPHONE # _____
(including Motel/Hotel Name)

BUSINESS ADDRESS _____
(Street) (City) (State) (Zip)

NO. OF LODGING ROOMS _____ GEORGIA SALES TAX # _____

This return is designed for reporting all excise tax collected for the CITY OF DOUGLAS during the above stated month upon the furnishing for value to the public of any room or rooms, lodging, or accommodations provided that no such tax shall be levied or collected upon the sale or charges for any rooms, lodgings, or accommodations furnished for a period of more than thirty(30) consecutive days and any accommodations furnished for use by Georgia state or local government officials or employees traveling on official business. *This return must be filed and paid by the 20th of the month following the period for which the tax is due to avoid loss of vendor's compensation and the payment of penalty and interest.*

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| 1. GROSS RENT FOR THE MONTH (See Instructions) | \$ _____ |
| 2. LESS: EXEMPT RENTS (See Instructions) | \$ _____ |
| 3. TAXABLE RENTS (Line 1 less Line 2) | \$ _____ |
| 4. AMOUNT OF TAX (.05 x Line 3) | \$ _____ |
| 5. LESS: VENDOR'S COMPENSATION (.03 x Line 4) | \$ _____ |
| 6. TOTAL TAX DUE CITY OF DOUGLAS (Line 4 less Line 5) | \$ _____ |
| 7. PENALTY (5% Per Month if Return is Delinquent,
See Instructions – Line 7) | \$ _____ |
| 8. INTEREST (3/4% Per Month if Return is Delinquent,
See Instructions – Line 8) | \$ _____ |
| 9. AMOUNT REMITTED TO CITY (Lines 6, 7,
and 8 if applicable) | \$ _____ |

FOR MONTH OF REPORT

NUMBER OF PERMANENT ACCOMMODATIONS FURNISHED
FOR PERIOD MORE THAN THIRTY (30) CONSECUTIVE DAYS _____

NUMBER OF EXEMPT ACCOMMODATIONS FURNISHED _____

NUMBER OF MEETING ROOMS FURNISHED _____

I certify that I have examined this return and it is to the best of my knowledge and belief a true and complete return made in good faith for the period stated this _____ day of _____ 20_____.

Signature Print or Type Name Title

RETURN THIS FORM WITH CHECK, PAYABLE TO **CITY OF DOUGLAS** FOR THE AMOUNT ON LINE 9, TO:

CITY OF DOUGLAS
CITY CLERK
P. O. BOX 470
DOUGLAS, GA 31534

** ALL INFORMATION ON THIS RETURN IS CONFIDENTIAL **

*** INSTRUCTIONS ***

- LINE 1 Enter on line all rents received for room rental. Do not include taxes and revenues from other sources.
- LINE 2 Enter rents that are exempt from excise tax. Exempt rents include rentals to state and local officials for use as meeting rooms and accommodations furnished for a period of more than thirty (30) days.
- LINE 3 Enter net taxable rentals.
- LINE 4 Enter tax due (5% of Line 3).
- LINE 5 Enter deductible vendor's compensation provided the return and tax due is not delinquent. The due date of the return is the 20th of the month following the month for which the return is filed. If the 20th day falls on a holiday or weekend, the return is due the first workday following the holiday or weekend.
Vendor's compensation is not allowed on delinquent returns.
- LINE 6 Enter net tax due after vendor's compensation is deducted.
- LINE 7 Enter specific penalty if return is delinquent. Payment is delinquent if postmarked after the 20th of each month. The penalty is five percent (5%) of tax due or five dollars (\$5.00), whichever is greater, for each additional month or fraction thereof following the 20th of the month during which the delinquency continues. Total penalties are not to exceed twenty-five percent (25%) of tax due or twenty-five dollars (\$25.00) whichever is greater.
- LINE 8 Enter the amount of interest in case of delinquency. The interest rate is $\frac{3}{4}$ % per month or fraction thereof from the date of delinquent until paid to the City of Douglas.
- LINE 9 Enter the total amount due on this return. (Line 6, plus Line 7 & 8 if return is delinquent.)