



HOTEL TAX REMITTANCE FORM

100 Highridge Drive
Lakewood Village, TX 75068
(972) 294-5555
linda@lakewoodvillagetx.us

REVISED: 11/5/2021

FACILITY INFORMATION

Hotel / Facility Name	
Owner Name	
Hotel / Facility Address	
Mailing Address	
Quarter / Period Ending	

OCCUPANCY TAX CALCULATOR

(A)	Gross Sales Receipts		
(B)	Less Tax Exemptions		
(C)	Total Taxable Receipts		Gross Sales (A) – Less Tax Exemptions (B)
(D)	Tax Rate	0.09	
(E)	Amount of Tax Collected		Total Taxable (C) X 0.09
(F)	Late Penalty: >30 days = 5%		Total Collected (E) X 0.05
(G)	Late Penalty: >60 days = 10%		Total Collected (E) + Late Penalty (F) X 0.10
(H)	Tax Due		Total Collected (E) + Late Penalty (F) + Late Penalty (G)
(J)	Number of Room Days Rented		
(K)	Number of Rooms Available		
(L)	Number of Days in Period		
(M)	Occupancy Rate		Number of Room Days Rented (J) / Number of Days in Period (L)

NOTICE

I declare, under the penalties for filing false reports, that this return (including any accompanying schedules, statements, and reports) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return. If the return is prepared by other than the taxpayer, his declaration is based on all the information relating to the matters required to be reported in the return of which he/she has knowledge.

Submitted By	Title
Phone Number	Email
Signature	Date