

CITY OF CLAYTON, GEORGIA

837 HWY 76 WEST- SUITE 101

CLAYTON, GA. 30525

REPORT OF 5 % HOTEL-MOTELS OCCUPANCY TAX

(LEGAL AND ADVERTISED NAME OF YOUR B&B, MOTEL, HOTEL OR CABINS)

(ADDRESS)

(TAX MONTH)

THIS DOCUMENT MUST BE FILED AND REMITTED TO THE CITY OF CLAYTON BY THE 20TH OF EACH MONTH FOR THE COLLECTIONS FOR THE PREVIOUS MONTH. IF PAYMENT IS NOT RECEIVED BEFORE THE 20TH OF THE MONTH, THE TAX IS DELIQUENT AND THE 5% COLLECTION FEE IS DISALLOWED. MAKE CHECKS PAYABLE TO THE CITY OF CLAYTON AND SEND WITH THIS REPORT TO THE CITY CLERKS OFFICE AT 837 HWY 76 WEST - SUITE 101, CLAYTON, GA. 30525

1. GROSS RENTAL FROM GUEST ROOMS	\$ _____
2. TAX AT 5% OF RENT SHOWN ON LINE 1	\$ _____
3. LESS 5% COLLECTION FEE ON LINE 2 (ONLY IF PAID BY THE 20 TH OF MONTH)	\$ _____

The above report must be received no later than the 20th day of the month following the month for which this report is made or the discount for collections will be disallowed.

**PENALTY OF ESTIMATED TAX 15 DAYS
AFTER DUE DATE WILL BE A 25% PENALTY** \$ _____

TOTAL TAX OWED TO CITY OF CLAYTON \$ _____ **CK#** _____

“I DECLARE UNDER PENALTIES PRESCRIBED THAT ALL INFORMATION CONTAINED IN THIS DOCUMENT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE”.

SIGNED

TITLE

DATE