

# RETURN OF TAX ON OCCUPANCY OF HOTEL/MOTEL ROOMS

(Pursuant to Chapter 533 of the Laws of 1994 of the State of New York)

State of New York  
County of Cayuga  
County Treasurer's Office

1<sup>st</sup> Quarter due on or before April 20<sup>th</sup>  
2<sup>nd</sup> Quarter due on or before July 20<sup>th</sup>  
3<sup>rd</sup> Quarter due on or before October 20<sup>th</sup>  
4<sup>th</sup> Quarter due on or before January 20<sup>th</sup>

For Quarter Covering Dates from \_\_\_\_\_ to \_\_\_\_\_

Name \_\_\_\_\_ CERTIFICATE OF AUTHORITY

Address \_\_\_\_\_ No. \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Hotel/Motel \_\_\_\_\_

IF THIS RETURN REPRESENTS THE LAST QUARTER OF BUSINESS  
WRITE "FINAL" HERE \_\_\_\_\_

Type of Establishment: (check one or indicate other with description)

\_\_\_\_\_ Hotel \_\_\_\_\_ Motel \_\_\_\_\_ B& B \_\_\_\_\_ Other \_\_\_\_\_

Range of Room Rates \_\_\_\_\_ to \_\_\_\_\_

Business Activity: Number of Rooms \_\_\_\_\_ Date Business Started \_\_\_\_\_

Gross Income from occupancy of rooms ..... \$ \_\_\_\_\_

Computation of Tax: A – Taxable Room Rentals ..... \$ \_\_\_\_\_  
B – Less: Refunds and Other Credits ..... \$ \_\_\_\_\_  
C – Net Taxable Rentals (line A minus line B)..... \$ \_\_\_\_\_  
D – Tax Due (5% of line C)..... \$ \_\_\_\_\_  
E – Penalty \*\* ..... \$ \_\_\_\_\_  
F – Total Due..... \$ \_\_\_\_\_

\*\*Penalty of 5% per month is to be added for late filing, unless reason is given for unavoidable delay. Additional interest will be imposed by the County Treasurer for late payment at a rate of 1% per month in accordance with Section 20 of Local Law #3 of 1994 – Room Occupancy Tax Law

## CERTIFICATION OF TAXPAYER

Make remittance payable and mail  
with this return to:  
**Cayuga County Treasurer**  
160 Genesee Street, 5<sup>th</sup> Floor  
Auburn, NY 13021

I hereby certify that this report, including any schedules  
to the best of my knowledge and belief a true and  
complete report.

\_\_\_\_\_  
(Name of Business or Taxpayer)

Please make a copy of this return  
for your records.

\_\_\_\_\_  
(Signature of Agent or Officer of Corporation, etc.)