CITY OF CANNON BEACH
TRANSIENT ROOM TAX COLLECTION RETURN

Hotel/Motel Name: _____

Address: _____

_____

Address if more than one location:

_____

_____

Manager: _____

# of Rental Units: _____

Owner's Name: _____

Mailing Address: _____

_____

FY 2009-2010 Room Tax Quarter		Date Due
1st July/Aug/Sept		Oct 15
2nd Oct/Nov/Dec		Jan 15
3rd Jan/Feb/Mar		Apr 15
4th Apr/May/Jun		July 15

Calculation of Tax Due:

1. Gross Room Rent: _____
2. Exemptions: _____
3. Taxable Rent: _____ (line 1 minus line 2)
4. Transient Room Tax: _____ (6% of line 3)
5. Collection Fee: _____ (5% of line 4)
6. Tax Due: _____ (line 4 minus line 5)

Delinquencies: Tax payments are considered delinquent if paid after the last day of the month in which they are due. Penalties assessed to delinquent accounts are specified in Section 3.12090 of the Cannon Beach Municipal Code.

Please List any exemptions for this quarter.

If there is no activity, a quarterly tax form is still required to be filed showing $0 income.

City of Cannon Beach ❖ PO Box 368 ❖ Cannon Beach, OR 97110
Phone: (503) 436-1581 Fax: (503) 436-2050 Email: cityhall@ci.cannon-beach.or.us