

WESTMORELAND COUNTY HOTEL ROOM RENTAL TAX RETURN

Monthly Reporting Period: From \_\_\_\_\_ to \_\_\_\_\_

Name of Hotel Operator: \_\_\_\_\_

License Number: \_\_\_\_\_

Trade Name (if different): \_\_\_\_\_

Location of Hotel (Street Address): \_\_\_\_\_

Business Address (if different): \_\_\_\_\_

Type of Business:      Hotel          Motel          Bed & Breakfast          Homestead          Inn          Guest House  
Other (describe) \_\_\_\_\_

1. Calculate the Total Number of Potential Room/Rental Days for this Reporting Period:

# Hotel Rooms

X # Days in Reporting Period = # Room/Rental Days

2. Actual Number of Occupied Room Rental Days for this Reporting Period:

Room/Rental Days

3. COMPUTATION OF TAX DUE:

A. GROSS RECEIPTS FROM ROOM RENTALS (excluding meals)	\$
B. LESS EXEMPT RECEIPTS (Total from Exemption Statement Form)	\$
C. NET TAXABLE RECEIPTS	\$
D. TAX DUE AT 5.0% OF NET RECEIPTS	\$
E. AMOUNT OF PAST DUE TAXES	\$
F. LATE FEE AT 1.0% PER MONTH (\$10 minimum per month)	\$
G. LESS TAX REFUND TO PERMANENT RESIDENTS	\$
H. TOTAL PAYMENT DUE (D + E + F - G)	\$

Make check payable to "Westmoreland County Treasurer"

Check Number: \_\_\_\_\_

I certify that the information provided on this tax return has been examined by me, and is to the best of my knowledge, information and belief true, correct and complete. I understand that false statements herein are made subject to the penalties of 18 Pa. C.S § 4904 relating to unsworn falsification to authorities, which provides that if I make knowingly false statements I may be subject to criminal penalties.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

THIS TAX RETURN WITH APPLICABLE ATTACHMENTS MUST BE FILED WITH THE WESTMORELAND COUNTY TREASURER, TWO NORTH MAIN STREET, SUITE 110, GREENSBURG, PENNSYLVANIA 15601 ON OR BEFORE THE 25<sup>TH</sup> DAY OF EACH MONTH BY EACH OPERATOR OF A HOTEL TO REPORT THE PRIOR MONTH'S TRANSACTIONS OF RENTING ROOMS IN A HOTEL TO TRANSIENTS, AS SUCH TERMS ARE DEFINED IN ACT 142 OF 2000 (16 P.S. § 1770.6), (AS AMENDED BY 16 P.S. § 1770.10) AND COUNTY ORDINANCE #02-2002, AS AMENDED BY ORDINANCE #02-2007 AND ORDINANCE #02-2016. THE HOTEL ROOM RENTAL TAX IS DUE AND PAYABLE ALONG WITH THE FILING OF THE TAX RETURN FORM. ANY FAILURE BY A HOTEL OPERATOR TO COLLECT THE HOTEL ROOM RENTAL TAX FROM PATRONS, OR TO FILE THE TAX RETURN AND REMIT THE TAX DUE THEREON MAY CONSTITUTE A SUMMARY OFFENSE, PUNISHABLE BY A FINE FOR EACH VIOLATION.