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 3.0% 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 TREAURER, TWO NORTH MAIN STREET, SUITE 110, GREENSBURG, PENNSYLVANIA 15601 ON OR BEFORE THE 25TH 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 200 (16 P.S. § 1770.6) AND COUNTY ORDINANCE #02-2002. 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.