

**TOWN OF TRUCKEE
TRANSIENT OCCUPANCY TAX
Pursuant to Municipal Code Chapter 3.24**

TAX RETURN

INSTRUCTIONS:
Make checks payable to and mail to:
Town of Truckee
Attn: Treasurer
10183 Truckee Airport Rd.
Truckee, CA 96161-3306
530-582-7700

Note: Even if there is no tax due, a tax return must be filed with the Town of Truckee

Property:

REGISTRATION CERTIFICATE NO.

Please indicate reporting period (Calendar Year/Qtr):		
Calendar Year		
Quarter Ending	Select (x)	Taxes Due (Postmark Date)
March 31		May 1
June 30		August 1
September 30		November 1
December 31		February 1

1. Total taxable rents received for occupancy..... \$ _____

Taxed items **INCLUDE**, but are not limited to, nightly rents, weekly rents, standard cleaning fees, cancellation charges, pet fees, forfeited deposits, internet charges, late check-out fees, extra person fees, resort fees and insurance premiums.

Taxed items **EXCLUDE**, but are not limited to, equipment charges (i.e. roll-away beds, cribs, etc.), refundable deposits, optional insurance premiums, valet services, parking permits/fees, golf fees, phone charges, in-room movie charges and items subject to CA Sales tax (i.e. taxable meals).

2. EXEMPTIONS:

Rents received for stays 31 consecutive nights or more by the same party..... \$ _____

3. Taxable Amount (Line 1 less Line 2).....\$ _____

4. Transient Occupancy Tax Due (10% of Line 3)..... \$ _____

Truckee Tourist Business Improvement District (TTBID)

(Collected on behalf of the Chamber of Commerce)

5. TTBID Tax Due (2% of Line 3) \$ _____

6. **TOTAL TAXES DUE IF PAID ON TIME** (Sum of Line 4 and Line 5) \$ _____

7. IF LATE, calculate Penalties **AND** Interest, pursuant to chapter 3.24.080:

Number of months delinquent (round up to nearest whole month) _____

A. Late Payment Penalty

Up to 1 month late = 10% x (Line 6)

Up to 2 months late = 20% x (Line 6)

Up to 3 months late = 30% x (Line 6)

Up to 4 months late = 40% x (Line 6)

Up to 5 or more months late = 50% x (Line 6).....\$ _____

AND

B. 1 1/2% Interest Penalty

Number of months delinquent ____ x .015 (1 1/2 %) x (Line 6).....\$ _____

TOTAL TAX DUE INCLUDING PENALTIES (Line 6 + 7A + 7B).....\$ _____

ADDITIONAL REQUIRED REPORTING ON BACK OF FORM

