HOTEL OCCUPANCY TAX REPORT

Month Ending _____

Name of Hotel lotel _____

Mailing Address _____

_____

Total Units Occupied during the month	x Average Daily Rate	= Gross Revenue	Less: Tax Exemptions	= Taxable Revenue	x 7% Tax (1)

TAX COMPUTATIONS	PENALTY COMPUTATIONS
IF PAID ON OR BEFORE THE 25TH OF THE FOLLOWING MONTH, YOU MAY DEDUCT 1% (.01) FROM THE TOTAL TAX DUE	IF PAID AFTER THE 25TH OF THE FOLLOWING MONTH, ADD 5% (.05) OF THE TOTAL TAX DUE. IF PAID AFTER 30 DAYS, ADD AN ADDITIONAL 5% (.05).
(a) 7% Tax (1) (from above) _____	(c) 7% Tax (1) (from above) _____
(b) Less 1% (.01) _____	(d) Plus 5% _____
	(e) Plus add'l 5% _____
Total Due before the 25th _____	Total Due after the 25th _____
	Total Due after 30 days _____

(See instructions on the back for for completing this form)

Total units available during this month _____

Person responsible for this return _____

Title _____ Telephone _____

Signature _____ Date _____

Warning : Both state statutes and local ordinances provide for similar penalties in case of filing false information on this or state tax returns. Refer to Section7 or 8 of Ordinance 92-451 dated 4/21/92 regarding penalties for failure to file, report or pay the tax on a timely basis.

Mail to:	Finance Department City of Granbury P.O. Box 969 Granbury, TX 76048	Attach:	Total Tax Due Copy of State Report