

*WALLOWA COUNTY, OREGON
TRANSIENT LODGING TAX
101 South River Street Room 103
Enterprise, Oregon 97828*

Shonelle Dutcher Carolyn Doherty
W.C. Treasurer Dept. Specialist
(541) 426-7753 (541) 426-7755

**TRANSIENT LODGING TAX
RETURN FORM**

ACCOUNT # _____ **BUSINESS NAME** _____

CIRCLE QUARTER & MONTH DUE:

- 1ST QTR DUE IN APRIL (January, February, March receipts)
- 2ND QTR DUE IN JULY (April, May, June receipts)
- 3RD QTR DUE IN OCTOBER (July, August, September receipts)
- 4TH QTR DUE IN JANUARY (October, November, December receipts)

CALCULATION OF TAX RETURN

If you use an Air B&B or VRBO service, it is your responsibility to pay the 5% Tax

	1. Gross Rent	
	2. Less Rent by the Month (30 Days)	
	3. Less Federal Agency Rent (Certificate Attached)	
	4. Taxable Rent	Line 1 Minus Line 2 & 3
	5. Five Percent Co. Tax	5% of Line 4
	6. Excess Tax Collected	
	7. Total Tax	Sum of Lines 5 & 6
	8. Collection Expense (Must be paid timely to receive)	5% of Line 7
	9. Total Tax Due	Line 7 Minus Line 8
	10. Penalty	
	11. Interest	
	12. Adjustment for prior under/over payment (Please Explain)	
	13. TOTAL DUE WALLOWA COUNTY	Total of Lines 9 Thru 12

I DECLARE, UNDER PENALTY OF MAKING A FALSE STATEMENT, THAT TO THE BEST OF KNOWLEDGE AND BELIEF, THE FIGURES HEREIN ARE CORRECT AND TRUE.

SIGN _____ **DATE** _____

Forms/Payment **must be received in The Treasurer's Office** on or before the end of the month, payment is due. Weekends, Holidays, or office closures **DO NOT** change the due date. **PAYMENTS MUST BE IN THE OFFICE THE MONTH THEY ARE DUE.** Postmarks are not accepted. There is a drop slot in the door for your convenience and return forms online at www.co.wallowa.or.us

PLEASE KEEP A COPY FOR YOUR RECORDS