

# Erie County LODGING TAX RETURN

**Richard H. Jeffrey**

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 ([www.erie.iviewauditor.com](http://www.erie.iviewauditor.com))

Account number
Business name
Street address
City, State, Zip
Phone

**FOR PERIOD COVERING:** (CHECK ONE)

- MONTH OF \_\_\_\_\_ YEAR \_\_\_\_\_
- CALENDAR QUARTER JAN. 1ST THRU MARCH 31ST
- CALENDAR QUARTER APRIL 1ST TO JUNE 30TH
- CALENDAR QUARTER JULY 1ST THRU SEPT. 30TH
- CALENDAR QUARTER OCT. 1ST THRU DEC 31ST

CHECK IF FINAL RETURN

1. Gross rents collected:	
2. Exempt from tax rents: (30 days or more)	
3. Taxable rents: (line 1 less line 2)	
4. 4% of taxable rents: (line 3 x .04)	
5. Total tax collected:	
6. Tax due: (greater of line 4 or line 5)	
7. Prior period adjustments:	
8. Penalty for late filing (10% of amount due)	
9. Interest:	
<b>TOTAL AMOUNT DUE</b>	

Please submit all payments with this return. Make all checks payable to:  
***Erie County Auditor***  
 Total amount due 30 days after each calendar quarter. Overdue accounts subject to interest and penalty charges.

IF FINAL RETURN, PLEASE PROVIDE:  
**NEW OWNER/OPERATOR:** \_\_\_\_\_  
**NEW OWNER/OPERATOR MAILING ADDRESS:** \_\_\_\_\_

Forms available online at: [www.erie.iviewauditor.com](http://www.erie.iviewauditor.com)  
Thank you!

## Instructions for Filing

### *Erie County Lodging Tax Return*

**Line 1:** This line equals the total rents collected for the establishment including persons staying 30 or more consecutive days or other *legal* exemptions.

**Line 2:** This line represents the gross amount of rents collected for persons residing 30 or more consecutive days or other *legal* exemptions. (Note that documentation must exist for exemption).

**Line 3:** This line represents the total of Line 1 subtracted from the total of Line 2.

**Line 4:** This line is the total amount of *taxable* rents multiplied by two percent.

**Line 5:** The total amount collected for the Erie County Lodging Excise Tax during the stated period. (Most accounting systems/registers use a key system showing the total amount collected; the amount PAID in to the establishment should be the amount tendered to Erie County).

**Line 6:** This is the actual tax due Erie County.

**Line 7:** This line represents any under or over payments previously made for the tax.

**Line 8:** A 10% penalty is assessed for payments not made on or before the month following the close of each calendar year quarter. Payments *postmarked* by that time are NOT subject to penalty; all others must remit the penalty.

**Line 9:** Interest on late payments shall be remitted at the per annum rate established annually by the State of Ohio Tax Commissioner. Contact the County Auditor's Office for rate information.