Remit to:
Finance Director
City of Claremont
P.O. Box 446
Claremont, NC 28658

CLAREMONT
NORTH CAROLINA

TRANSIENT OCCUPANCY TAX REPORT
TO BE FILED WITHIN 25 DAYS FROM THE CLOSE OF EACH MONTH

For the Month of: _____ 20___

_____
TRADE NAME UNDER WHICH BUSINESS IS OPERATED

_____ _____
NAME OF OWNER SOCIAL SECURITY or FEDERAL I.D. No.

_____
STREET ADDRESS CITY STATE ZIP CODE

_____
MAILING ADDRESS CITY STATE ZIP CODE

Total Number of Rooms Available for Rent: _____ Total Number of Room Nights Sold: _____

COMPUTATION OF OCCUPANCY TAX	SALES	4% OCCUPANCY TAX
1. Gross Retail Receipts (Excluding Sales Tax)	$	
2. Less Non-occupancy Related Receipts	$	
3. Less Occupancy Receipts not subject to Sales Tax	$	
4. Net Retail Receipts	$0.00	$0.00
TOTAL OCCUPANCY RECEIPTS		
5. Total tax (line 4)	$0.00	
6. Penalty ($50/day)	$	
7. Total Amount Due	$0.00	
8. Total Amount Remitted	$	

Certification: This is to certify that this report, including all statements and schedules attached hereto, has been examined by me and is, to the best of my knowledge and belief a true and complete report made in good faith covering the month named above and that same is in accordance with the records of the reporting tax payer.

SIGNATURE: _____ DATE: _____

INSTRUCTIONS

1. Enter gross retail sales as reported to the North Carolina Department of Revenue on the Sales and Use Tax less sales tax.
2. Non-occupancy related receipts are those receipts from retail sales not derived from rental of rooms or similar accommodations.
3. Occupancy receipts not subject to sales tax would be those receipts such as receipts derived from the rental of a room or rooms to the same occupant for more than 90 days.
4. In the first blank, enter total of Line 1 less Lines 2 and 3. In the second blank, multiply total by 4%.
5. Enter the value from the second blank in Line 4.
6. To Calculate Penalty: if the tax is paid after the due date, an additional penalty of $50 per day should be added.
7. Enter total of Lines 7 and 8.
8. **The return and total amount due shall be remitted to the City of Claremont Finance Director within twenty-five (25) days of the close of each month. For additional questions or help in calculating your tax or penalties, please call (828) 466-7255.**