



# Hotel Occupancy Tax Form

Hotel occupancy taxes are due on the last day of the month following each quarterly period. Please remit a check along with this completed form to City of Robinson, Attn: Karen Sanchez, 111 West Lyndale Ave, Robinson, Texas 76706.

**Payment Period:** 2017 / 2018

Check the Appropriate Box.

1<sup>st</sup> Quarter (Jan., Feb., & Mar.)

2<sup>nd</sup> Quarter (Apr., May, & June)

3<sup>rd</sup> Quarter (July, Aug., & Sept.)

4<sup>th</sup> Quarter (Oct., Nov., & Dec.)

Please type or print the proper information in the appropriate boxes that are below.

<b>Taxpayer Number:</b>
<b>Taxpayer Name:</b>
<b>Taxpayer Address:</b>
<b>Location Name:</b>
<b>Location Address:</b>
<b>Location Room Capacity:</b>
<b>Location Total Room Receipts:</b>
<b>Location Taxable Receipts:</b>
<b>Taxes Collected:</b>
<b>Total Tax Remitted for this Location during this Quarter:</b>

I verify that I have full authority from the company listed above to make this report. I swear that the answers provided above are true to the best of my knowledge. I also understand that the City of Robinson or person appointed by the city has the right to review any company records that pertain to this report in order to verify the information provided above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title