



# ROWAN COUNTY

## ROOM OCCUPANCY TAX REPORT

NAME	
ADDRESS	

	Computation of Occupancy Tax for the Month/Year of	
1	Gross retail receipts <i>(excluding sales tax)</i>	
2	Less: Non-occupancy related receipts	
3	Less: Occupancy receipts not subject to sales tax	
4	Less: Occupancy receipts after 90 <sup>th</sup> consecutive day	
5	Less: Credits on previously charged exempt receipts	
6	Net retail receipts <i>(line 1 less lines 2, 3, 4 and 5)</i>	
7	Six percent tax <i>(.06 x line 6)</i>	
8	Total tax due <i>(equal to line 7)</i>	
9	Add: Penalty for late filing	
10	Add: Penalty for late payment	
11	Total tax and penalties due <i>(add lines 8, 9 and 10)</i>	

**CERTIFICATION:** This is to certify that this return, including all statements and schedules attached hereto, has been examined by myself 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 the same is in accordance with the records of the reporting taxpayer.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Please remit payment to: ROWAN COUNTY FINANCE DEPARTMENT  
130 WEST INNES STREET, SALISBURY, NC 28144**

**To avoid a penalty, this return must be received by the Rowan County Finance Department or postmarked on or before the 20<sup>th</sup> day of the month following the month in which the tax is accrued.**

**Penalties as stated in NC General Statutes, Chapter 105, Section 105-236:**

- (3) For failure to file a return on the date it is due, a penalty shall be assessed equal to five percent (5%) of the amount of the tax if the failure is for not more than one month, with an additional five percent (5%) for each additional month, or fraction thereof, during which the failure continues, not exceeding twenty-five percent (25%) in aggregate.
  - (4) For failure to pay any tax when due, without intent to evade the tax, a penalty shall be assessed equal to (5%) of the tax.
- Other penalties as stated in Section 105-236 are applicable and should also be noted.