

# CITY OF PORT CLINTON MONTHLY RETURN OF TRANSIENT OCCUPANCY TAX

- 1. Gross Receipts - Hotel/Motel/Other Lodging furnished to Guests ..... \$ \_\_\_\_\_
- 2. Exempt Receipts - Permanent Guests  
(Anyone with continuous lodging over 30 days) ..... \$ \_\_\_\_\_
- 3. Other Exemption  
(Attach copy of Exemption Certificate) ..... \$ \_\_\_\_\_
- 4. Total Exempt Receipts (Add lines 2 and 3) ..... \$ \_\_\_\_\_
- 5. Not Taxable Receipts (Line 1 less line 4) ..... \$ \_\_\_\_\_
- 6. Tax Due (Enter 3% of line 5) ..... \$ \_\_\_\_\_
- 7. Credit or Debit (Prior Over or Underpayment) ..... \$ \_\_\_\_\_
- 8. Penalty (10% of Tax Due) ..... \$ \_\_\_\_\_
- 9. Total Tax Due (Sum of lines 6, 7, 8) ..... \$ \_\_\_\_\_

Ordinance No. 30-85, effective January 1, 1986  
Ordinance No. 40-05, effective January 1, 2006

MAKE CHECK OR MONEY ORDER PAYBLE TO:  
TREASURER - CITY OF PORT CLINTON AND  
MAIL WITH COMPLETED RETURN TO

TREASURER, CITY OF PORT CLINTON  
1868 EAST PERRY STREET  
PORT CLINTON, OH 43452

FOR MONTH ENDING
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Name \_\_\_\_\_

Address \_\_\_\_\_

I hereby certify that the information and statements contained herein  
and in any schedule or exhibits attached are true and correct.

(Signed) \_\_\_\_\_ (Official Title) \_\_\_\_\_

Original to Treasurer