

# CITY OF OURAY

## LODGING OCCUPANCY TAX MONTHLY REPORT

Lodge Name: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Collections for Month/Year of: \_\_\_\_\_  
 Colorado Sales Tax ID#: \_\_\_\_\_

LODGING CATEGORY:	Hotel/Motel	B&B	House/Townhs	
			Condo/Apt	RV/Cabin (Cabin-no water)
1. # of Rental Units Available in Facility this Month				
2. # of Days Open This Month				
3. Total # Available Rooms This Month (line 1 X line 2)				
<b>4. Total # of Rooms Rented</b>				
Exempt Rooms Rented this Month				
5. Government Business				
6. Permanent Residents *				
<small>* Pursuant to written agreement for a period of at least 30 consecutive days</small>				
<b>7. Total # of Exempt Rooms (line 5 + line 6)</b>	-	-	-	-
8. Net # Rooms Rented This Month (subtract line 7 from line 4)	-	-	-	-
<b>9. LOT due (line 8 X \$3 per room or \$1 per RV/cabin space)</b>	\$ -	\$ -	\$ -	\$ -
<b>LOT reports are due on the 20th of each month following the reported month. Late Fee and interest are applied thereafter.</b>				
10. Late fee (\$10, or 10%, whichever is greater)				
11. Interest (1% per month on unpaid balance)				
<b>Total amount due (line 9 + line 10 + line 11)</b>	\$ -	\$ -	\$ -	\$ -
<b>GRAND TOTAL DUE - SUM OF ALL COLUMNS:</b>				\$ -

**Be sure to apply 1% interest PER MONTH to balance including \$10 late fee**

**NOTE: Reporting is required even if there has been no short-term rental for the month. Seasonal establishments will be exempted from off-season monthly reporting, IF closure dates have been previously submitted in writing to the City.**

I declare, under penalty of perjury, that the statements made herein are to be the best of my knowledge true or correct.

Agent: \_\_\_\_\_  
 Agent's Contact #: \_\_\_\_\_

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

**Please sign and return this document each month, along with any required payment. You may remit in person to City Hall at 320 6th Avenue, or by mail to City of Ouray, P.O. Box 468, Ouray, CO 81427.**