

2026 PERKINS TOWNSHIP HOTEL OPERATORS MONTHLY RETURN OF HOTEL TAX

Hotel Name: _____

Month Ending: _____

Hotel Address: _____

Due Date: _____

DESCRIPTION	AMOUNT
1. Gross Receipts - All Hotel & Motel Lodging furnished to guests	\$ -
2. Exempt Receipts - Permanent Guests (anyone with continuous lodging over 30 days)	\$ -
3. Other Exemptions - (attach copy of Exemption Certificate)	\$ -
4. Total Exempt Receipts - (total of lines 2 & 3)	\$ -
5. Net Taxable Receipts - (line 1 less line 4)	\$ -
6. Tax Due - (3% of line 5)	\$ -
7. Credit or Debit - (over or under payment in prior months)	\$ -
8. Penalty - (10% plus 7% interest per month thereafter on amount of tax)	\$ -
9. Total Tax Due - (sum of lines 6, 7, and 8)	\$ -
Total	\$ -

Tax is due on or before the fifteenth (15th) day of the month following the close of each month to avoid penalty charges .

Make check or money order payable to: PERKINS TOWNSHIP

**Mail completed form along with payment and any applicable tax documents to:
PERKINS TOWNSHIP FISCAL OFFICER
2610 COLUMBUS AVE
SANDUSKY OH 44870**

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

Signature _____ Title _____

Email _____ Phone _____ Date _____

Instructions for the administration of levy of excise tax on lodging furnished by a hotel to transient guests, pursuant to Township of Perkins Resolution 2018-120 and O.R.C. 5703.47, may be obtained by contacting the Perkins Township Fiscal Officer and requesting a copy of the Hotel Lodging Excise Tax Code of Regulations or from our website.

This form may be downloaded from our website www.perkinstownship.com. On the website's Home Page, click on **Administration**, select **Services & Forms**, then select **Hotel Operators Monthly Return of Hotel Tax**, print, and save. Complete the printed form and mail it with your payment to the address above. If any changes are needed for your hotel, please call the Administration Dept at 419-609-1400 during regular business hours Monday - Friday, 8:00am-4:00pm or email fiscalofficer@perkinstownship.com or lhohler@perkinstownship.com