

Clayton County Hotel/Motel Tax Report Form



Business Name:			
Business License No.:			
Business Address:			
Owner's Name			
Owner's Mailing Address:			
Date:		Email:	
Reporting Month:			

Total Number of rooms occupied during the month		
Total Number of rooms available		
Percent Occupancy		
Average Room Rate		

Gross Total Room Rentals		
Permanent Guests Rentals		
Taxable Rentals		
Tax Due (8%)		
Less Collection Fee (3% of Tax Due)		
Penalty		
TOTAL AMOUNT DUE		

Remit your hotel/motel tax and supporting documents to:
Clayton County Community Development Department
121 S. McDonough Street, Annex 2
Jonesboro, Georgia 30236

I HEREBY CERTIFY THAT THE STATEMENTS MADE HEREIN AND IN ANY SUPPORTING SCHEDULES ARE TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

NOTICE: IF ALL INFORMATION IS NOT COMPLETE, REPORT WILL BE RETURNED AND LATE PENALTY ASSESSED.

Signature of Preparer

Date

Signature of Owner or Agent

Date