



## HOTEL OCCUPANCY TAX RETURN

Every person owning, operating, managing or controlling any hotel within the City of Azle shall collect a tax of seven percent (7%) on the rent paid, unless an exemption is provided by law. Allowable exemptions to the local Hotel Occupancy Tax are listed on the reverse of this return form. This tax is due and payable quarterly on or before the last day of the month following each quarterly period. For Failure to pay by the due date, the lodging provider is subject to a specific penalty of fifteen percent (15%).

Lodging Establishment	Number of Rooms	Occupancy Rate
For the quarter ending _____ Year _____		

1. Gross rent paid for lodging	\$
2. Less non-taxable rent	\$
3. Net taxable rent (subtract line 2 from 1)	\$
4. Tax Due (7% of line 3)	\$
5. Add 15% penalty if paid after the due date	\$
6. Total amount due (add lines 4 and 5)	\$

**I declare under penalties prescribed that the information provided on this return is true and correct to the best of my knowledge.**

\_\_\_\_\_  
 Name Title Date

<u>MAKE CHECKS PAYABLE TO:</u>	City of Azle
<u>REMIT TO:</u>	Renita Bishop Director of Finance PO Box 1378 Azle, TX 76098

<b>Office Use Only</b>		
Date Paid: _____	Receipt # _____	Received By: _____
<b>Attach receipt copy and return to Finance</b>		



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### **Allowable Exemptions from Hotel Taxes**

The hotel occupancy tax levied by the City of Azle does not apply to and shall not be imposed upon:

1. a permanent resident of a hotel;
2. a corporation or association that is organized and operated exclusively for a religious, charitable, or educational purpose if no part of the net earnings of the corporation or association inure to the benefit of a private share holder or individual;
3. the United States, the State of Texas, or an agency, institution, board, or commission of the State of Texas other than an institution of higher education, or upon an officer or employee of one of these governmental entities when that officer or employee is traveling on or otherwise engaged in the course of official duties for the governmental entity.

For more information on hotel occupancy tax exemptions go to [www.window.state.tx.us/taxinfo/hotel/index.html](http://www.window.state.tx.us/taxinfo/hotel/index.html) or call 1-800-252-1385.