



NYC HOTEL ROOM OCCUPANCY HTXB TAX RETURN

FOR USE BY SMALL FACILITY OPERATORS ONLY

DO NOT WRITE IN THIS SPACE - FOR OFFICIAL USE ONLY

Check type of business entity: Corporation Partnership or LLC Individual
 Check type of return: Initial return Amended return Final return
 Date business began in NYC - - Date business ended in NYC - -

Legal Name: _____
 Facility Address (number and street): _____
 City and State: _____ Zip: _____
 Business Telephone Number: _____

EIN/SSN: _____
 ACCOUNT TYPE HOTEL TAX - BED & BREAKFAST
 ACCOUNT ID _____
 PERIOD BEGINNING..... _____
 PERIOD ENDING..... _____
 DUE DATE _____
 FEDERAL BUSINESS CODE _____

Enter the following information in order for this return to be complete:

- a. If you have transferred ownership of the hotel during the period covered by this return, provide name of new owner:..... ● a. _____
- b. Number of rooms available to **transient** occupants at the above hotel (see instructions)..... ● b. _____
- c. Number of rooms rented to **permanent** residents at the above hotel (see instructions)..... ● c. _____

SCHEDULE A Computation of Tax

| A. Payment | | Pay amount shown on line 18. Make check payable to: NYC Department of Finance ● | | Payment Enclosed | |
|---|--------------------------------|---|--------|---|--|
| RENT CATEGORIES (SEE INSTRUCTIONS) | TAX RATE (PER ROOM AND DAY) | NUMBER OF TAXABLE ROOM RENTALS DURING THIS TAXABLE PERIOD | | TAX DUE (TAX RATE X # OF TAXABLE ROOM RENTALS) | |
| 1. \$ 10 - \$19.99 | \$ 0.50 | | ● 1. | | |
| 2. \$ 20.00 - \$29.99 | \$ 1.00 | | ● 2. | | |
| 3. \$ 30.00 - \$39.99 | \$ 1.50 | | ● 3. | | |
| 4. \$ 40.00 and over | \$ 2.00 | | ● 4. | | |
| ADDITIONAL TAX DUE | TAX RATE | TOTAL RENTS DURING THIS TAX PERIOD | | ADD'L TAX DUE (TAX RATE X TOTAL RENTS) | |
| 5. Additional Tax | 5% | | ● 5. | | |
| 6. Total of lines 1 through 5 | | | ● 6. | | |
| 7. Total tax collected (see instructions) | | | ● 7. | | |
| 8. Tax before refunds and/or credits (greater of line 6 or 7) | | | ● 8. | | |
| 9. Refunds and/or credits (attach schedule) (see instructions) | | | ● 9. | | |
| 10. Total Tax Due (line 8 less line 9) | | | ● 10. | | |
| 11. Less: (a) Prepayments for the period | | | ● 11a. | | |
| (b) Credits carried from previous tax return | | | ● 11b. | | |
| 12. Total of lines 11a and 11b | | | ● 12. | | |
| 13. Balance due (line 10 less line 12) | | | ● 13. | | |
| 14. Overpayment (line 12 less line 10) | | | ● 14. | | |
| 15. Amount of line 14 to be: (a) Refunded | | | ● 15a. | | |
| (b) Credited to next period's tax | | | ● 15b. | | |
| 16. Interest (see instructions) | | | ● 16. | | |
| 17. Penalty (see instructions) | | | ● 17. | | |
| 18. TOTAL REMITTANCE DUE (line 13 plus lines 16 and 17) (Enter payment on line A above)..... | | | ● 18. | | |

CERTIFICATION OF TAXPAYER

I hereby certify that this return, including any accompanying schedules or statements, has been examined by me and is, to the best of my knowledge and belief, true, correct and complete.
 I authorize the Dept. of Finance to discuss this return with the preparer listed below. (see instructions)YES

Signature of owner, partner or corporate officer _____ TITLE _____ TELEPHONE NUMBER _____ Date _____ ● Preparer's Social Security Number

Preparer's signature _____ PREPARER'S PRINTED NAME _____ DATE _____ ● Firm's Employer Identification Number

Firm's name _____ Address _____ Zip Code _____ Check if Self-Employed:

DID YOUR MAILING ADDRESS CHANGE?
 If so, please visit us at nyc.gov/finance and click "Update Name and Address" in the blue "Business Taxes" box. This will bring you to the "Business Taxes Change of Name, Address or Account Information". Update as required.

Mail this return and payment in the enclosed envelope to:
 NYC Dept. of Finance
 P.O. Box 5160
 Kingston, NY 12402-5160

Make remittance payable to the order of:
NYC DEPARTMENT OF FINANCE
 Payment must be made in U.S. dollars, drawn on a U.S. bank.

To receive proper credit, you must enter your correct Employer Identification Number or Social Security Number and your Account ID number on your tax return and remittance.