## HOTEL - MOTEL TAX RETURN

**Board of County Commissioners**  
**Montgomery County, Ohio**  
451 West Third Street  
Dayton, Ohio 45422-1038

<table>
<thead>
<tr>
<th>1</th>
<th>GROSS RENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>PERMANENT GUEST EXEMPTIONS</td>
</tr>
</tbody>
</table>
| 3 | CERTIFICATE EXEMPTIONS  
(attach exemption certificate) |
| 4 | TOTAL EXEMPT RENTS  
(add lines 2 and 3) |
| 5 | TAXABLE RENT  
(line 1 minus line 4) |
| 6 | 3% OF TAXABLE RENTS |
| 7 | TAX COLLECTED |
| 8 | TOTAL TAX DUE  
(larger of lines 6 or 7) |

### MONTHLY OCCUPANCY REPORT

**PLEASE COMPLETE**

- TOTAL NUMBER OF ROOMS AVAILABLE
- TIMES
- DAYS OF THE MONTH
- TOTAL NUMBER OF ROOMS SOLD
- TOTAL PERCENTAGE OF OCCUPANCY

### FOR OFFICE USE ONLY:

- TOTAL PENALTY FOR LATE FILING

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**CERTIFICATE ACCOUNT NO.**

**PERIOD**  
From 20 To 20

**HOTEL NAME**

**HOTEL ADDRESS**

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I hereby certify that the information and statements contained herein and in any schedules of exhibits attached are true and correct to the best of my knowledge.

<table>
<thead>
<tr>
<th>SIGNATURE</th>
<th>PRINTED NAME OF SIGNATURE</th>
<th>TITLE</th>
</tr>
</thead>
</table>

Notify THE MONTGOMERY COUNTY HOTEL-MOTEL TAX DIVISION promptly of any change in ownership or name and address.

REV. 11/05

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Tax return must be filed on or before the last day of each month following the month being reported.  
Submit payment with this form. Make check payable to COUNTY TREASURER.  
Mail to: MONTGOMERY COUNTY HOTEL-MOTEL TAX DIVISION. P.O. BOX 972. DAYTON, OH 45422-1038

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REV. 11/05