

Tourism Promotion Assessment Charge Operator

CITY OF HERMISTON
180 N.E. 2ND STREET, HERMISTON, OR 97838 -- (541) 567-5521

BUSINESS: _____ Quarter Ending: _____
 ADDRESS: _____ **DUE DATE:** _____
 MAIL FORM TO: _____ No. of Rooms/Spaces: _____
 Identification No. _____

PLEASE MAKE SURE THIS FORM IS FILLED IN COMPLETELY AND CORRECTLY. PENALTIES AND INTEREST ARE CHARGED FOR DELINQUENCY. **The Tourism Promotion Assessment Charge is separate from the Transient Room Tax. Both must be paid separately.** See reverse side for more instructions.

1	Total number of room-nights rented	=	_____
2	Less those rented through TLI's*	-	_____
3	Less daily Federal Employees on Government business	-	_____
4	Total of Line 1 minus Line 2 and 3	=	_____
5	Amount from Line 4 times \$ 2.00 =	=	\$ _____
6	Total number of space-nights rented	=	_____
7	Less those rented through TLI's*	-	_____
8	Amount from Line 7 times \$1.00 =	=	\$ _____
9	Sum of lines 4 and 8	=	\$ _____
10	Less 7% to Transient Lodging Intermediary	X	0.93
11	Net TPAC Due to the City of Hermiston	=	\$ _____
12	Outstanding delinquent taxes through _____	=	\$ _____
13	Accrued penalties from delinquent taxes through _____	+	\$ _____
14	Accrued interest from delinquent taxes through _____	+	\$ _____
15	Net Delinquent Taxes, Penalties, & Interest Due	=	\$ _____
16	Total from Line 11 plus line 15	+	\$ _____
17	Total Due to the City of Hermiston	=	\$ _____

Administrative
Use Only

I DECLARE UNDER PENALTY OF MAKING A FALSE STATEMENT THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE STATEMENTS HEREIN ARE CORRECT AND TRUE.



SIGNED NAME: _____
 PRINTED NAME: _____
 TITLE: _____
 DATE: _____

TOURISM PROMOTION TAX PREVIOUS QUARTER ADJUSTMENT COMPUTATION

A.	Adjusted rates received from rooms/spaces rented at daily rate = # _____ X 2.00 = Tax Due		\$ _____
B.	Adjusted rents received from rooms/spaces rented 30 consecutive days or more = \$ _____ X 2.00 = Tax Due		\$ _____
C.	Total Tax Due	=	\$ _____
D.	Less 7% to Transient Lodging Intermediary	-	\$ _____
E.	Adjusted net tax due to City of Hermiston for previous quarter	=	\$ _____
F.	Actual Net Tax Paid for previous quarter		\$ _____
G.	Difference		
	a. Overpayment if Line E is less than Line F		\$ _____
	b. Underpayment if Line E is more than Line F		\$ _____

Additional instructions for the Tourism Promotion Assessment Charge

A room or space rented to one individual or party shall be counted each day it is rented to that individual or party, up to 30 consecutive days.

The Transient Room Tax is a separate tax from the Tourism Promotion Assessment. Both taxes must be paid separately.

Changes of address must be filed and reported immediately to the Finance Department.

If the business is disposed of or suspended, a closing return must be filed immediately at the Finance Department at City Hall, and the tax must be paid. No change of ownership can be recorded until this is done.

To avoid penalty, please be sure proper remittance is enclosed.

Additional information regarding Delinquencies, Penalties, and Interest can be found in Hermiston Municipal Code Chapter 112.

MAKE CHECKS PAYABLE TO CITY OF HERMISTON