City of Irving
Hotel/Motel Occupancy Tax Report
Chapter 16A of the Code of Ordinances

Report Must be Filed Even if No Tax is Due

Taxpayer Name: _____________________________________________    Texas Taxpayer Number: _______________________
Mailing Address: _____________________________________________    Month Ending Date: _______________________
Email Address: ______________________________________________

<table>
<thead>
<tr>
<th>1. Facility Information</th>
<th>2. Total Room Receipts</th>
<th>3. Exemptions</th>
<th>4. Taxable Room Receipts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade Name:</td>
<td>$ ____________. ____</td>
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<td>Location Address:</td>
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</tbody>
</table>

5. Total Room Receipts (Total of Column 2) $ _________________. _______
6. Less: Exemptions for Permanent Residency (30 days or longer) $ _________________. _______
7. Less: Exemptions for United States or State of Texas $ _________________. _______
8. Less: Exemptions for Diplomatic Personnel with a Card $ _________________. _______
10. Total Taxable Receipts (Line 5 minus lines 6-9) (Total of Column 4) $ _________________. _______
11. Total Hotel/Motel Occupancy Tax Due (9% of Line 10) $ _________________. _______
12. Interest: If tax is late, enter interest 9% of Line 11; divided by 365; times the number of days late $ _________________. _______
13. Penalty: If return is filed or tax is paid after the due date AND it has been delinquent for at least one complete municipal fiscal quarter, enter penalty 15% of Line 11 (see instructions) $ _________________. _______
14. Total Amount Due and Payable (Line 11 plus Line 12 plus Line 13) $ _________________. _______

Make Check Payable to: City of Irving

Mail To: City of Irving
Financial Services Department
825 W. Irving Blvd.
Irving, Texas 75060

Sign Here ➢  ___________________________  Taxpayer or Duly Authorized Agent

Phone No.: ___________________________  Date: _______________

I declare that the information contained in this report and any attachments is true and correct to the best of my knowledge and belief

Form # 08030
Rev. 09/20