



**FORSYTH COUNTY HOTEL/MOTEL TAX**  
 MONTHLY ROOMS, LODGINGS, ACCOMODATIONS, EXCISE TAX RETURN  
 ❖ DUE BY THE 20<sup>TH</sup> OF EACH MONTH

**INFORMATION**

BUSINESS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

BUSINESS LICENSE NUMBER: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_

OWNER MAILING ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

REPORT FOR MONTH: \_\_\_\_\_

**A separate tax remittance form must be submitted for each property**

**COMPUTATION OF TAX**

1. TOTAL LODGING SALES.	1		
2. TAX EXEMPT LODGING SALES (Must be itemized in Schedule A below)	2		
3. NET TAXABLE SALES (Line 1 minus line 2)	3		
4. GROSS TAX (5% of line 3)	4		
5. PENALTY (15% of the amount due on line 4)	5		
6. INTEREST (1% per month or fraction thereof from the date delinquent)	6		
7. AMOUNT DUE (Line 4 plus lines 5 and 6)	7		
8. VENDOR'S COMPENSATION (3% of line 4 if not delinquent)	8		
9. PAY THIS AMOUNT (line 7 minus line 8) Make checks payable to Forsyth County Mail To: Hotel/Motel Tax, Forsyth County, 110 E. Main St., Suite130, Cumming, GA 30040-2474	9		

**SCHEDULE A – TAX EXEMPT LODGING SALES (LINE 2)**

1. Permanent residents (accommodations for more than ten (10) consecutive days)	1		
2. Georgia state of local government officials or employees	2		
<b>TOTAL TAX-EXEMPT LODGING SALES</b> (Line 2 on Computation of Tax)			

**CHANGE OF REGISTERED INFORMATION**

FOR ANY CHANGE OF TRADE NAME, ADDRESS, OWNERSHIP, OR TELEPHONE NUMBER, CHECK PROPER BOX(ES) AND FURNISH APPLICATION INFORMATION BELOW

New Business Location: \_\_\_\_\_ New Mailing Address: \_\_\_\_\_

New Trade Name: \_\_\_\_\_ Date Business Discontinued: \_\_\_\_\_

Name and Mailing Address of Owner(s): \_\_\_\_\_

Telephone No: \_\_\_\_\_ Number of Rooms: \_\_\_\_\_

I certify that the information provided above is accurate and in accordance with Georgia Laws 48-13-50 through 53 and the ordinances of the Unified Government of Forsyth County, Georgia known as Forsyth County.

Signature \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

Return Prepared by: \_\_\_\_\_ Telephone No: \_\_\_\_\_