



COUNTY OF CLINTON
MONTHLY HOTEL TAX REPORTING FORM

THIS REPORT IS TO BE FILED MONTHLY, PURSUANT TO COUNTY CODE ACT OF AUGUST 9, 1955 (P.L. 323, NO. 130) AS AMENDED, P.S. §1770.6 AND CLINTON COUNTY ORDINANCE NO. 2016- 1, 2022- 4

Make checks payable & remit to:
Clinton County Treasurer
2 Piper Way, Suite 124
Lock Haven, Pa 17745
Phone: 570-893-4004

**FOR COUNTY TREASURER'S
OFFICE USE ONLY**
 Due By The 15th of Each Month

DATE PAID: _____
 CHECK #: _____

All lines below must be completed and not remain blank!

BUSINESS NAME: _____
ADDRESS: _____
CITY: _____ **STATE:** PA **ZIP:** _____
CONTACT INDIVIDUAL (OWNER): _____
PHONE NUMBER: _____
EMAIL: _____

TAX PAYER (OPERATOR) SECTION:

Federal EIN #: _____
Reporting Period: From: _____ **To:** _____

1. COMPUTATION OF TAX DUE:

A. GROSS RECEIPTS FROM ROOM RENTALS	\$ _____
B. LESS EXEMPT RECEIPTS *	\$ _____
C. NET TAXABLE RECEIPTS	\$ _____
D. TAX DUE AT 5.0% OF NET RECEIPTS	\$ _____
E. AMOUNT SUBMITTED BY AN AIR B N B	\$ _____
F. LATE FEE (1.5% PER MONTH)	\$ _____
G. TOTAL TAX PAYMENT DUE (D + F)	\$ _____

**Operators are obligated to maintain records to support and identify this type of exemption i.e. copies of the exemption certificate or other identifying documents.*

Hotel Tax is imposed at the rate of 5% of the taxable receipts received by each operator of a facility within Clinton County. The tax is to be collected by the operator of each facility from each patron who rents a room. Each operator is required by law to file a tax return, and remit tax due within 30 days after the end of each quarter. If there is no tax due for a given period, file return indicating “.00” on Total Tax Payment Due (line G). Failure to remit timely payment may result in civil and/or criminal charges, including fines, penalties, and attorney’s costs, as allowed by law.

I hereby certify that the information contained herein is true and correct to the best of my knowledge, and is a disclosure of all tax collected or incurred during the period indicated.

 Signature Title Date