



LODGING TAX RETURN

CITY OF BAXTER

Reporting Period (Month & Year):	Hotel/Motel Name and Address: _____
Printed Name of Individual Completing Report:	_____
	Email Address: _____

MN Sales Tax Account Number:	Calculations:	
Make Check Payable to: City of Baxter	1 Gross Monthly Receipts Including Bad Debts Paid	\$ _____
Mail Original Signed Lodging Tax Return and Check to: City of Baxter Lodging Tax 13190 Memorywood Dr Baxter, MN 56425	2 Less Exclusion # of units & amount (rented 30 or more consecutive days)	\$ _____
Keep a Copy of the Lodging Tax Return for Your Records	3 Less Room Rental Bad Debts	\$ _____
	4 Less Non-Taxable Rentals (meeting & banquet rooms)	\$ _____
	5 Balance Due Subject to Tax (Subtract Lines 2, 3 & 4 from Line 1)	\$ _____
	6 Lodging Tax Rate	3.00%
	7 Tax Due (Line 5 Multiplied by Line 6)	\$ _____
	8 Penalty & Interest	\$ _____
	9 Total Amount Due (Add Lines 7 & 8)	\$ _____

To avoid penalties and late fees, Lodging Tax must be paid no later than twenty (20) days after the end of the month in which the taxes are collected.

I declare and certify under penalty of law that I have examined this statement, and that to the best of my knowledge and belief, it is true and complete.

Signature

Title

Date