



# COUNTY OF UNION

Office of the Treasurer & Ex-Officio Collector  
 County of Union, Illinois  
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## HOTEL OPERATORS OCCUPANCY TAX - MONTHLY RETURN

FILING PERIOD	
MONTH	YEAR

NAME OF BUSINESS (must match name on Certificate of Registration)			
MAILING LOCATION (if changed)			
ADDRESS	CITY	STATE	ZIP

### FIGURE YOUR TAXABLE BASE

#### INCOME

1 Gross receipts from rental of rooms, <u>exclusive of any taxes</u> :	1	
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#### EXEMPTIONS

2 Receipts from rooms rented to persons owning or operating the business	2	
3 Receipts from rooms rented to persons exceeding thirty consecutive days:	3	
4 Total exemptions (sum of lines 2 and 3):	4	
5 Subtract line 4 from line 1. This is your taxable base:	5	

### FIGURE YOUR PAYMENT DUE

6 Multiply line 5 by .05. This is the tax due:	6	
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Tax returns and remittances are due on or before the last day of the month for the preceding calendar month. If this return and/or remittance is being sent after the due date, please add the applicable penalties below:

7 Penalty - Return/Remittance is 30 or fewer days delinquent - \$250.00	7	
8 Penalty - Return/Remittance is 31 or more days delinquent - \$750.00	8	
9 Total penalties (sum of lines 7 and 8):	9	
10 Total payment due (sum of lines 6 and 9):	10	

UNDER PENALTIES OF PERJURY AS PROVIDED BY LAW, I ATTEST TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE INFORMATION ON THIS FORM IS TRUE, CORRECT, AND COMPLETE. THE INFORMATION PROVIDED HERE IS PROPRIETARY COMMERCIAL AND FINANCIAL INFORMATION AND DISCLOSURE WOULD CAUSE COMPETITIVE HARM.

TAXPAYER'S SIGNATURE	DATE	PHONE NUMBER

PREPARER'S SIGNATURE (if different)	DATE	PHONE NUMBER