

# CHARLOTTE COUNTY TOURIST DEVELOPMENT TAX RETURN

## LOCAL OPTION TAX RETURN

TAX PERIOD: Month \_\_\_\_ Year \_\_\_\_

DELINQUENT IF NOT POSTMARKED BY:

ACCOUNT # \_\_\_\_\_

### SEE BELOW FOR INSTRUCTIONS

RENTAL LOCATION:

»  
»

»  
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|                             |  |
|-----------------------------|--|
| 1. Gross Rental Receipts    |  |
| 2. Exempt Rental Receipts   |  |
| 3. Taxable Rental Receipts  |  |
| 4. Total Tax Collected (5%) |  |
| 5. Plus Delinquent Penalty  |  |
| 6. Plus Delinquent Interest |  |
|                             |  |
| 7. Total Amount Due         |  |

**MAKE CHECK PAYABLE TO: CHARLOTTE COUNTY TAX COLLECTOR**  
18500 MURDOCK CIR  
PORT CHARLOTTE, FL 33948  
**(941) 743-1350**  
<http://taxcollector.charlottecountyfl.gov>

SIGNATURE REQUIRED \_\_\_\_\_

Customer Copy

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Please complete this return and mail with your payment postmarked by the 20<sup>th</sup> of the month following the month the tax was collected.

**THIS RETURN IS SUBJECT TO AUDIT BY THE CHARLOTTE COUNTY TAX COLLECTOR**

### INSTRUCTIONS TO COMPLETE RETURN

1. GROSS RENTAL RECEIPTS: Enter the total amount of rental dollars for the reporting period.
2. EXEMPT RENTAL RECEIPTS: Enter any exempt rentals authorized by Florida law.
3. TAXABLE RENTAL RECEIPTS: Enter amount of taxable rental dollars [line 1 minus (-) line 2]
4. TOTAL TAX COLLECTED: Enter the total Tourist Development Tax collected. [line 3 times (x) 5%]
5. PENALTY: If delinquent, enter **10%** of the amount of line 4 for each month of delinquency with a minimum of **\$50.00 per month**.
6. INTEREST: Delinquent interest rate varies. Please call 941-743-1350 for instructions.
7. TOTAL AMOUNT DUE: Enter total amount due on the return.

\*If you have any questions or need help filling out this form, do not hesitate to call 941-743-1350.

**NOTE: THIS RETURN MUST BE SIGNED BY THE PERSON COMPLETING THE FORM.**