

**CITY OF GATLINBURG, TENNESSEE - HOTEL/MOTEL TAX RETURN**

**Print Business Name and Account Number**

REPORT FOR MONTH OF \_\_\_\_\_ 2019

**IMPORTANT PLEASE READ INSTRUCTIONS BELOW CAREFULLY BEFORE COMPLETING FORM.**

YOUR TAXES BECOME DELINQUENT THE 21ST DAY OF THE MONTH FOLLOWING THE PERIOD COVERED.

ON THE FORMS ENCLOSED ENTER MONTH COVERED. YOUR HOTEL RECEIPTS, TOTAL TAX DUE AND ANY PENALTY AND INTEREST DUE. TOTAL LINES 4,5, AND 6 AND LESS LINE 7 WHEN ON TIME. ENTER THE TOTAL AMOUNT IN LINE 8.

FILL OUT THE TWO COPIES. DETACH TOP COPY, SIGN THE COPIES AND RETURN CITY COPY WITH YOUR PAYMENT

FOR QUESTIONS PLEASE CALL (865) 436-1405

**CITY OF GATLINBURG  
P.O. BOX 5  
GATLINBURG, TN 37738**

1) GROSS RENTAL PROCEEDS for Month	
2) Less EXEMPT TRANSACTIONS (Itemize on back of each page)	
3) NET PROCEEDS (Line 1 minus Line 2)	
4) HOTEL / MOTEL TAX (3% of Line 3)	
5) PENALTY (1/2 of 1% of Line 4 for each 30 day period or portion thereof delinquent)	
6) INTEREST, if filed late, add 6% per annum of Line 4 until Paid.	
7) VENDORS COMPENSATION - Deduct 2% of Line 4 only when return and amount of tax are not delinquent at time of payment.	
8) TOTAL AMOUNT DUE (Sum of Lines 4, 5, & 6 Less Line 7)	

**Please retain this copy for your records**

**Customer Copy**

**CITY OF GATLINBURG, TENNESSEE - HOTEL/MOTEL TAX RETURN**

**Print Business Name and Account Number**

REPORT FOR MONTH OF \_\_\_\_\_ 2019

**Return City Copy to the City of Gatlinburg**

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8) TOTAL AMOUNT DUE (Sum of Lines 4, 5, & 6 Less Line 7)	

**CITY OF GATLINBURG  
P.O. Box 5  
Gatlinburg, TN 37738**

**SIGNATURE  
City Copy**

To set up online filing:  
Go to [www.gatlinburgtn.gov](http://www.gatlinburgtn.gov)  
Hover over "I want to..." button  
Select "File Monthly Privilege Taxes"

For questions or information, call (865) 436-1405

Payments must be postmarked on or before the 20th day of the month

Mail City Copy & Payments To:  
ATTN: Privilege Taxes  
PO Box 5  
Gatlinburg, TN 37738