



Hotel/Motel Use Tax Return

(Pursuant to Village of Gurnee Municipal Code Chapter 74)

Return for the Month and Year of: _____

Name of Establishment: _____

FEIN/SS#: _____ IBT#: _____

Address: _____ Phone: _____ - _____ - _____

1. Room Rental Revenue: \$ _____

2. Less Permanent Resident Receipts: \$ _____

3. Less Deductions (w/explanation): _____ \$ _____

4. Net Taxable Receipts (Lines 1 - (2 + 3)): \$ _____

5. Total Tax Due (Lines 4 x 6%): \$ _____

6. If filed after due date, add 1% penalty* (Line 5 x 1%): \$ _____

7. Total Amount Due to Village (Lines 5 + 6): \$ _____

* Tax is due on or before the 20th of the month after incurrence, i.e., January return and tax remittance is due on or before February 20th.

Is the required copy of the State of Illinois Hotel Operators' Occupation Tax Return (Form RHM-1) attached?
YES NO If NO, please explain: _____

Failure to accurately & timely report and remit Hotel/Motel Tax may result in penalties, including, but not limited to, fines & legal proceedings.

I hereby affirm that the statements herein contained are true and correct to the best of my knowledge and belief:

Print Name & Title of Authorized Official Signature of Official Date

Print Name & Title of Preparer Signature of Preparer Date

Mailing Address of Preparer City State Preparer's Phone Number

**Remit to: Village of Gurnee
Attention: Revenue Collection
325 N. O'Plaine Road
Gurnee, IL 60031
Phone: 847.599.7500**