

Georgetown/Scott County Tourism Commission

Monthly Return on Transient Room Tax

Name of Property: _____ Month Ending: _____
Owners Name: _____
Mailing Address: _____
Property Address: _____
Occupational License Fee Account Number: _____

- A. All properties must file a return each month even if no tax is due.
- B. Each room filled is subject to a 3% transient room tax. There are NO exemptions except for extended stays over 29 days.
- C. Returns are due monthly on or before the 20th of the month following the month in which the tax is collected.
- D. All returns must include a copy of the Kentucky Sales Tax Return which covers the same time period.
- E. Any changes in ownership or address should be reported to the Georgetown/Scott County Tourism Commission immediately.
- F. Returns received after the due date will be assessed a penalty of 10% of the amount due plus 1% interest for each month of delinquency or portion thereof.
- G. If payment is not received within 30 days of due date, the Georgetown/Scott County Tourism will take appropriate action to collect the amount past due including all penalties and interest. Late payments may be subject to additional penalties for violations of City & County Codes.

COMPUTATION OF TAX

- | | | |
|---|-------|----------------------|
| 1. Total Rooms Available | _____ | Check No: _____ |
| <i>(# of rooms available (please exclude rooms that are not rentable) x # of days in the reporting period.)</i> | | Date of Check: _____ |
| 2. Percent of Occupancy | _____ | |
| 3. Estimated Average Daily Rate | _____ | |
| 4. Taxable Gross Room Rental Revenue | _____ | |
| 5. Tax (3% of line 4) | _____ | |
| 6. Penalty 10% (if late) | _____ | |
| 7. Interest (if due) 1% per month or portion thereof. | _____ | |
| 8. TOTAL TRANSIENT TAX DUE | _____ | |
| 9. Gross Revenue of Room Rentals over 29 days | _____ | |
| 10. Gross Revenue from Booking Platforms | _____ | x 3% = _____ |

I hereby certify that the statement made herein and in any supporting schedules are true, correct, and complete to the best of my knowledge.

Return must be signed: _____
Signature Date Official Title

Make checks payable to: Georgetown/Scott County Tourism
Mail checks & forms to: Georgetown/Scott County Tourism,
PO Box 825, Georgetown, KY 40324



Revised October 31, 2024