



Town of Middletown
7735 Main Street
Middletown, Virginia 22645
(540) 869-2226 ♦ Fax (540) 869-4306
Gateway to Cedar Creek and Belle Grove National Historical Park

TRANSIENT OCCUPANCY TAX RETURN

Name of Business: _____

Mailing Address: _____

Business Telephone: _____ Email: _____

RETURN FOR THE MONTH OF _____
(Month) (Year)

1. Total Gross Rentals _____
2. Total Deductions _____
3. Amount on which Tax to be completed _____
4. Tax _____
(5% of line 3)
5. Penalty for late filing and payment _____
(\$2.00 or 10% of line 4, whichever is greater)
6. Interest for late filing and payment _____
(10% per annum line 5)
7. Total tax, penalty and interest due and payable _____

I hereby declare that this return has been examined by me and to the best of my knowledge is a true, correct and complete return.

(Date)

(Printed Name)

(Signature)

NOTE: This return must be filed even when no sales were made during the period. If a change of ownership has occurred, the new owner must register with the Town and the prior owner must advise the Town Office when making a Final Return. The Return must be signed and accompanied by the correct amount of payment due. Checks should be made payable to **TOWN OF MIDDLETOWN**, and either mailed or hand delivered to 7735 Main Street, Middletown, Virginia 22645, not later than the 20th of the month following the month covered in the Return.