

# Town of Winchester Accommodations Tax

## Quarterly return

The Room Tax is due and payable on or before the last day of the month succeeding the calendar Quarter for which imposed. A return must be filed even if no tax is due. Please make check or money order payable to the Treasurer, TOWN OF WINCHESTER, 7228 Highway W, Winchester, WI 54557

Circle one:

1st Quarter: Due by April 30

2nd Quarter: Due by July 31

3rd Quarter: Due by October 31

4th Quarter: Due by January 31

For Year \_\_\_\_\_

Business Name

Business Address

Telephone

Owner/Resident Manager

Town Authorization number

Signature

Date

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1. Gross Room Receipts	
2. Deduct Exempt Sales	
3. Taxable Room Receipts (line 1- line 2)	
4. Gross Tax (4.5% of line 3)	
5. Delinquent Filing Fee (\$50.00 plus interest*)	
6. Total Tax Due (Line 4 plus Line 5)	

\* Interest. Interest is due at the rate of 1 percent per month of the unpaid balance.

## Instructions

Line 1. Gross Receipts. Enter the entire sales price charged to the purchaser, excluding applicable taxes, including all charges applicable to facilitating the sale such as, but not limited to, cleaning costs and the cost of consumable supplies provided at no extra charge, insofar as applicable to receipts from furnishing at retail, rooms or lodging to transients by hotel keepers, motel operators and other owners or lodging marketplaces furnishing lodging available to the public.

Line 2. Deduct Exempt Sales. Enter total of sales exempt from tax. This includes nontaxable sales and sales for which you received an exemption certificate, Certificate of Exempt Status number, or other documentation as outlined in the appendix of [WI DOR Pub 219](#).

Line 3. Taxable Room Receipts. Subtract line 2 from line 1.

Line 4. Gross Tax. Multiply line 3 by 0.045

Line 5. Enter any late fee plus interest due at the rate of 1 percent per month of the unpaid balance.

Line 6. Total Tax Due. Add line 4 plus line 5.