

# GILLESPIE COUNTY, TEXAS

## Hotel Occupancy Tax Return

### TAXPAYER INFORMATION

	Report for the Period of
Due Date of Report and Remittance	
New Name and/or Address:	
No	<input type="checkbox"/>
Yes	<input type="checkbox"/>
Outlet Name & Address (do not use a P.O. Box address)	Out of Business Date (do not enter unless no longer in business) <input type="checkbox"/> Date

### COMPUTATION of HOTEL OCCUPANCY TAX

Total Sales for Month 1 (enter only the dollar amount taxable for hotel occupancy tax)	
Total Sales for Month 2 (enter only the dollar amount taxable for hotel occupancy tax)	
Total Sales for Month 3 (enter only the dollar amount taxable for hotel occupancy tax)	
<b>TOTAL SALES FOR QUARTER</b>	

1. Total Amount of Hotel Occupancy Tax Due (multiply Total Sales for Quarter by 0.07)		\$
2. Timely Filing Discount (multiply Item 2 by 0.01 <b>ONLY</b> if you are filing your return and paying the tax due on or before the due date)		\$
3. Prepaid Hotel Occupancy Tax (enter any prepayments for current reporting period)		\$
4. Net Tax Due (total of Item 1 less Items 2 and 3)		\$
5. Penalty (see instructions on reverse side)		\$
6. Interest (see instructions on reverse side)		\$
7. TOTAL AMOUNT DUE AND PAYABLE (total of Items 4, 5 and 6)		\$

I declare, under penalties prescribed in the Gillespie County Resolution and State Tax Code that the information contained in this document is true and correct.

Sign Here (taxpayer or duly authorized agent)

Date Signed

Printed Name

Daytime Phone (area code and number)

### REMITTANCE INFORMATION

Complete this report and make the amount in Item 8 payable to:

Mail this report and payment to:

**GILLESPIE COUNTY**

**GILLESPIE COUNTY TREASURER**  
101 W. Main Street Unit #5  
Fredericksburg, TX 78624-3700

# GILLESPIE COUNTY, TEXAS

## Hotel Occupancy Tax Return

### GENERAL INSTRUCTIONS

- ... Do not leave Items 1 or 2 blank. Enter "0" if the amount is zero.
- ... File a return even if you had no taxable sales.
- ... Include a copy of your lodging occupancy tax report filed with the State Comptroller's Office.

#### Item 6. Penalty

- ... 1 to 30 days late remitting tax due: Enter penalty of 5% (0.05) of Item 5.
- ... 31 to 60 days late remitting tax due: Enter penalty of 10% (0.10) of Item 5.

#### Item 7. Interest

- ... Over 60 days late remitting tax due: Enter interest calculated at the rate of 10% (0.10) a year of Item 5 beginning 60 days after the date on which the tax was due.

**For assistance or additional information  
Contact the Gillespie County Treasurer's Office at (830) 997-6521**

As of January 1, 2007, Gillespie County started collecting a lodging occupancy tax in the areas of Gillespie County which are outside the City of Fredericksburg and its extraterritorial jurisdiction (ETJ). The collection of this occupancy tax was authorized by House Bill 214 which was approved by the State Legislature in 2005 ... Updated in 82nd Legislative Regular Session with HB1234 in 2011.

The amount of tax that you as a lodging operator should collect from your guests on behalf of Gillespie County is 7%. This is in addition to the 6% tax that you collect for the State. Please note, however, that if you are collecting the 7% occupancy tax for the City of Fredericksburg, then the County's occupancy tax does **not** apply to you. Guests who stay in any lodging facility in Gillespie County will be subject to an occupancy tax in the total amount of 13%.

**Applicable Hotel Occupancy Tax in Gillespie County, Texas**  
6% State Hotel Occupancy Tax on all accommodations in Gillespie County  
Payable to the State Comptroller  
And  
7% Gillespie County or 7% City of Fredericksburg Hotel Occupancy Tax  
Depending on the location of the accommodations  
County tax payable to Gillespie County  
City tax payable to City of Fredericksburg

Please contact this office  
If you would like to remit your  
Taxes monthly rather than quarterly  
We can assist you in setting up this type of schedule.  
Or if you have any questions concerning  
Hotel Occupancy Tax

Credit Card Payments  
Please visit [www.gillespiecounty.org](http://www.gillespiecounty.org) and click on



If you have a zero dollar sales  
Please complete the report  
And so note a zero dollar.  
Also, if you utilize a reservation service exclusively  
Please note that on the report  
And return the report

Thank You, and  
For assistance or additional information  
Contact the County Treasurer's Office  
(830)-997-6521