Room Tax Monthly Return
City of Tybee Island
P.O. Box 2749
403 Butler Avenue, Tybee Island, GA 31328
(912) 472-5026 gail.perry@cityoftybee.gov

Tax returns are required to be filed and paid by the 20th of the month following the period for which the tax is due. A return is required even if no tax is due, or if taxes are filed and paid by a third party. Please note that credit card payments will be charged a convenience fee at time of payment.

Tax Month:*		Contact Name:	
Lodging Address:		Contact No:	
Parcel ID:		Contact Email:	
STR ID:			

*Include itemized list for multiple units. Example on back of this form.

1	List number of nights rented		
2	Total monthly collections for all lodgings		
3	Deduct charges for lodgings collected by 3rd party (AirBnb, VRBO,etc)		
4	Deduct amount for non-taxable lodging. Describe below.		Indicate 3rd party collector(s)
5	Net taxable charges for lodging accommodations		For City Use Only
6	Calculate City excise tax – 7% of line 5		For City Use Only
7	Deduct 3% of line 6 (unless return is past due)**		For City Use Only
8	Net tax payable to the City of Tybee Island		For City Use Only
9	Add Late Fee**		For City Use Only
10	Remit total amount of lines 8 and 9		For City Use Only

*If filing for multiple properties, totals from itemized list must agree to above amounts.

Describe non-taxable amount. _____

Name _____ Signature _____ Date _____

**If postmarked after the 20th of the month, add 5% of line 8 or $5, whichever is greater.

STR Address	STR ID#	# of Nights Rented	Total Charges	Deduct Taxes Paid by 3rd Party	Indicate 3rd party collector	Deduct Non-Taxable Lodging	Net Taxable Charges	City Tax @ 7%	Deduct 3% of City Tax	Net Tax Due	Add: Late Fee	Total Due
Totals - bring forward to front page		-	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -