

This form must be completely filled out and legible. Remittance should be made payable to Town of Surfside, by check, cash, money order or credit card at Town Hall.

ORIGINAL - IMPORTANT

This return must reach the Town of Surfside before the last day of the preceding month for which the tax is due to avoid penalty and loss of 2% commission.

OPERATOR MUST FILE A ZERO RETURN EVEN THOUGH NO TAX IS DUE.

MAKE SURE:

- 1) The form is filled out completely
- 2) Month covered is correct
- 3) Remittance is attached and signed
- 4) Include supporting documents.



TOWN OF SURFSIDE

9293 Harding Avenue Surfside, Florida 33154

Ordinance #11-1574

RESORT TAX REPORT

4% ROOMS 2% FOOD AND BEVERAGES

Reported month _____ Year _____ Business name _____

If you close or sell your business or if you change your business location, please immediately notify the Town of Surfside Resort Tax Department in writing.

COLUMNS	1	2
	Sales	Taxes
Enter figures for items below in appropriate column at right		
A. Gross Taxable food and beverage receipts		
B. Exempt Sales		
C. Taxable food and beverage sales (lines A-B)		
D. Gross Taxable rental receipts		
E. Exempt Sales-Total rent over 6 months		
F. Taxable rental sales (lines D-E)		
G. Total Taxes Collected (lines C+F)		
H. Deduct 2% of line G as your commission if this return is filed on time. NOT TO EXCEED \$50 per month per registered business.		
I. Debit or credit memos issued by Town of Surfside		
J. Total amount due (lines G-H plus or minus I) if this return is filed on time. Pay this amount to Town of Surfside		
K. Add 10% of line G as your original month of delinquency, add additional 10% of line G as your continued month of delinquency if this return is not filed on time		
L. Add 1% of line C and multiply by number of months of delinquency if this return is not filed on time . Pay this amount to the Town of Surfside.		

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

Business _____ (DBA) _____ Print Name _____

Date _____ Signature of Operator _____

**SEE DETAILED INSTRUCTIONS AND GENERAL INFORMATION ON INSIDE
RETURN THIS COPY TO THE TOWN OF SURFSIDE
Town Hall, 9293 Harding Avenue, Surfside, Florida 33154
Keep the Operators Copy on the back of this form for your records**

RESORT TAX REPORT INSTRUCTIONS

IMPORTANT:

Operator must file a zero return even though no tax is due, if applicable

- Line A, Column 1 - Enter gross sales of all taxable food and alcoholic beverages
- Line B, Column 1 - Enter all sales of food and alcoholic beverages exempt from resort tax
- Line C, Column 1 - Subtract Line B from Line A
- Line C, Column 2 - Enter 2% of Line C, Column 1
- Line D, Column 1 - Enter total taxable rent collected in any hotel, motel, apartment, rooming house, condominium or boarding house.
- Line E, Column 1 - Enter total rent exempt for periods of longer than 6 months.
- Line F, Column 1 - Subtract Line E from Line D.
- Line F, Column 2 - Enter 4% of Line F, Column 1.
- Line G, Column 2 - Add Line C, Column 2 and Line F, Column 2.
- Line H, Column 2 - Enter 2% (NOT TO EXCEED \$50 per month per registered business) of Line G, Column 2 if your return is filed on time.
- Line I, Column 2 - Enter any debit or credit memos issued by the Town of Surfside.
- Line J, Column 2 - Line G, Column 2, minus Line H, Column 2 plus or minus Line I, Column 2 if this return is filed on time.
- Line K, Column 2 - Add 10% of Line G, Column 2 as your original month of delinquency, add an additional 10% of Line G, Column 2 as your continued month of delinquency if this return is not filed on time.
- Line L, Column 2 - Add 1% of Line G, Column 2 and multiply by number of months of delinquency if this return is not filed on time.
- Line M, Column 2 - Line G, Column 2, plus Line K, Column 2, plus Line L, Column 2 plus or minus Line I, Column 2 if this return is not filed on time.

All returns shall be accompanied with copies of tax receipts file with county and state

CAUTION: Always put into the proper columns the figures relating to the type of items applying to or covered specifically by the particular column.

Please refer to ordinance 11-1574 for complete explanation of resort tax policy and procedures.