

CHARLOTTE COUNTY TOURIST DEVELOPMENT TAX RETURN

LOCAL OPTION TAX RETURN

TAX PERIOD: Month ____ Year ____

DUE BY THE 20TH OF THE NEXT MONTH:

ACCOUNT # _____

SEE BELOW FOR INSTRUCTIONS

RENTAL LOCATION:

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1. Gross Rental Receipts	
2. Exempt Rental Receipts	
3. Taxable Rental Receipts	
4. Total Tax Collected (5%)	
5. Less-Collection Allowance	
6. Plus Delinquent Penalty	
7. Plus Delinquent Interest	
8. Total Amount Due	

MAKE CHECK PAYABLE TO: VICKIE L. POTTS, TAX COLLECTOR
18500 MURDOCK CIR
PORT CHARLOTTE, FL 33948
(941) 743- 1911 or 743-1910
www.cctaxcol.com

SIGNATURE REQUIRED _____

Customer Copy

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Please complete this return and mail with your payment postmarked by the 20th of the month following the month the tax was collected.

THIS RETURN IS SUBJECT TO AUDIT BY THE CHARLOTTE COUNTY CLERK OF COURT

INSTRUCTIONS TO COMPLETE RETURN

1. GROSS RENTAL RECEIPTS: Enter the total amount of rental dollars for the reporting period.
 2. EXEMPT RENTAL RECEIPTS: Enter any exempt rentals authorized by Florida law.
 3. TAXABLE RENTAL RECEIPTS: Enter amount of taxable rental dollars [line 1 minus (-) line 2]
 4. TOTAL TAX COLLECTED: Enter the total Tourist Development Tax collected.
 5. LESS – COLLECTION ALLOWANCE: Enter 2.5% of the first \$1,200 in the taxes due (line 4) if this return is Postmarked by the date indicated on the front of this return but not more than \$ 30.00
 6. PENALTY: If delinquent, enter 10% of the amount of line 4 for each month of delinquency with a minimum of \$50.00 per month.
 7. INTEREST: Delinquent interest rate varies. Please call 941-743-1911 or 941-743-1910 for instructions.
 8. TOTAL AMOUNT DUE: Enter total amount due with return [line 4 minus (-) line 5 or plus (+) line 6 and line7]
- *If you have any questions or need help filling out this form, do not hesitate to call 941-743-1911.

NOTE: THIS RETURN MUST BE SIGNED BY THE PERSON COMPLETING THE FORM.

