



COMMISSIONER OF THE REVENUE

ROBIN C. GOARD

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P O BOX 272

CHATHAM VA 24531

**TRANSIENT OCCUPANCY TAX RETURN**

Month: \_\_\_\_\_ ACCOUNT: # \_\_\_\_\_ (assigned by office)

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

GROSS RECEIPTS: \_\_\_\_\_

TAX RATE (4%): \_\_\_\_\_

PENALTY FOR LATE FILING 10%: \_\_\_\_\_

INTEREST FOR LATE FILING 10%: \_\_\_\_\_

TOTAL REMITTANCE: \_\_\_\_\_

I HEREBY CERTIFY THAT THE FIGURES SHOWN ON THIS FORM ARE TRUE TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Signature Date

Any hotel, motel, boarding house, travel campground, Airbnb or any other facilities who offer guest rooms or spots rented out for continuous occupancy for fewer than thirty (30) days shall impose this tax on the transient at the time the rooms or spaces are rented at the rate of 4%. This tax collected in trust shall be remitted along with the return and paid in full by the 20<sup>th</sup> of the month following the calendar month for which tax is due to avoid penalty and interest. A return must be filed each month even if Gross Receipts are \$0 for that month.

Code of Virginia Transient Occupancy tax [§ 58.1-3819](#)

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