



ACCOMMODATION TAX RETURN

Pursuant to the City of Brandon By-law No. 7014

STEP 1 ACCOMMODATION ESTABLISHMENT INFORMATION

Name of Establishment (legal name of individual, corporation, or society)

Street No.

Street Name

Postal Code

Business Phone

Alternate Business Phone

Fax Number

Name of individual completing form

Email address of individual completing form

STEP 2 REPORTING PERIOD (please check only one)

Quarter 1 (January 1 through March 31)

Quarter 3 (July 1 through September 30)

Quarter 2 (April 1 through June 30)

Quarter 4 (October 1 through December 31)

*Note: Remittance for any given period is due the 20th of the month following the period.

STEP 3 ROOM REVENUE SUBJECT TO ACCOMMODATION TAX

Number of rooms rented*

A

Total room revenue (before tax)

B

Room revenue not subject to tax

C

B - C = D

Room Revenue Subject to the Tax

D

* "Nil" return: You must file this return even if no tax was collected in the period.

STEP 4 TAX COLLECTABLE ON SALES

D x 5% = E

Enter 5% of the amount reported in Box D (Room Revenue Subject to the Tax)

E

STEP 5 REMITTANCE AMOUNT

2023 Only - One time set up credit of up to \$250.00

F

E - F = G

ENTER AMOUNT PAID

G

NOTE: Any unremitted accommodation taxes are subject to a penalty of 5% per month, plus the amount of unremitted taxes. Additional penalties will be imposed at a rate of 1.25% per month on the first day of each succeeding month.

Please make cheque or money order payable to:
City of Brandon
Finance Department
410 - 9th Street
Brandon, MB R7A 6A2

STEP 6 CLAIMANT DECLARATION

I declare that all information provided on this form is true and correct to the best of my knowledge and belief. I acknowledge that any false information may result in individual fines not exceeding \$1,000.00, or if a corporation, to a fine not exceeding \$5,000.00

NAME (please print)

POSITION/TITLE

SIGNATURE

DATE SIGNED (MM/DD/YYYY)