

CITY OF ALMA
QUARTERLY HOTEL-MOTEL USE TAX RETURN
(PURSUANT TO MUNICIPAL CODE)

1. Hotel-Motel Name _____ Phone No. _____

2. Address _____ City _____ Zip _____

3. Reporting Year _____ 4. Date of Report _____ 5. Report Type:
 () Quarterly () Annual

6. Period Covered
 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter
 () Jan 1 - Mar 31 () April 1 - June 30 () July 1 - Sept 30 () Oct 1 - Dec () Year End

7. Total Gross Receipts for Reporting Period.....\$ _____

8. Total Tax (6%) Collected on Gross Receipts.....\$ _____

9. Hotel-Motel Share Retained (2% of Gross Tax Collected).....\$ _____

10. Any adjustments to prior reporting period report:
 Adjustment to Gross Receipts: _____
 Adjustment to Tax: _____ \$ _____

11. Total Tax Paid to City (submitted with this return) \$ _____

12. Monthly Reconciliation-Gross Receipts

January _____	July _____
February _____	August _____
March _____	September _____
Totals: \$ _____	Totals: \$ _____
April _____	October _____
May _____	November _____
June _____	December _____
Totals: \$ _____	Totals: \$ _____

13. CERTIFICATION: I hereby certify that the above return, to the best of my knowledge, is true and correct.

Signature _____ Date _____

(This report is due and payable within 30 days of the end of each calendar quarter.)