



BROOME COUNTY NEW YORK

Office of Management and Budget
60 Hawley Street – PO Box 1766
Binghamton, NY 13902

Occupancy Tax Return

Due by the 20th of the Month Following the Quarter

Tax Return Type	Quarter 1 Dec-Jan-Feb Final Return Business Sold	Quarter 2 Mar-Apr-May Final Return Business Ended	Quarter 3 Jun-Jul-Aug DATE DUE	Quarter 4 Sep-Oct-Nov	Filing Date
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CONTACT INFORMATION

Hotel Name:	Certificate of Authority No:
Contact Person:	Phone No:
Mailing Address:	Email

COMPUTATION OF TAX

1. Gross Income from Occupancy of Rooms	\$	
2. Less Exempt Income		
2a. From occupants of Exempt Organizations	-\$	
2b. From occupants staying more than 30 consecutive days	-\$	
3. Net Taxable Income (Line 1 -Line 2a - Line 2b)		\$
4. County Occupancy Tax due(5% of line 3)		\$
5. Penalty (5% of Line 4)Applies after due date	\$	
6. Interest (1% of Line 4 per month)	\$	
7. Total Interest & Penalties (Line 5 + Line 6)		\$
8. Less: Refunds and Credits (Approved by Director of OMB)		-\$
9. Total due to Office of Management and Budget (Line 4 + Line 7 - Line 8)		\$

Under the penalties of perjury, I hereby declare by electronic signature via email, or by my manual signature via regular mail, that I have examined this return, and to the best of my knowledge, believe the same is true and accurate.

Date:_____.

Print Name:_____.

Signature:_____.

Title:

Make Payment Payable to: BC Director of OMB.
Mail to: BC Office of Management and Budget – PO Box 1766 – Binghamton, NY 13902
Email return to: ombtreasury@broomecountyny.gov