

Reporting Tourist Development Tax Collected on Owner Bookings.

The rental income that you collect on your own bookings is subject to both Sales and Use and Tourist Development Taxes. If you have collected an inclusive rental (i.e. have not asked your clients to pay a rental figure and then added the tax on) then these taxes are already included within the amount collected and need to be deducted before completing the tax returns.

The current rates of tax are:

	Sales and Use Tax	Tourist Development Tax	Combined
Lake County	7%	4%	11%
Osceola County	7%	6%	13%
Polk County	7%	5%	12%

To deduct the taxes the total rental income collected needs to be divided by 1 + tax%

For example in Polk County, where the combined taxes are 12%, you would need to divide the rental collected by 1.12. This gives you the gross rental income value to be used when completing the returns.

Completing a Tourist Development Tax return

Enter the gross rental income value in box 1, Gross Rental Receipts, and copy down to box 3 Taxable Rental Receipts.

Multiply the amount in box 3D by the Tourist Development Tax rate for your County and enter that amount in box 4, Total Tax Collected.

This figure is then carried down to box 6, Total Tax Due

You are able to claim a collection allowance of 2.5% of the tax due each period, to a maximum of \$30. Calculate 2.5% of the value in box 6 and enter this in box 7

Deduct this amount from the amount in box 6 and enter the result in box 10. This is the amount that you need to remit to the relevant Tax Collector for your County. The address for payment is usually printed on the coupon.

Only Polk County have lines 11 and 12 printed on their TDT vouchers. These do not need completing and will be removed in future print runs.

If you do not receive any rental income in a calendar month it is still necessary to file a return to report that fact. Simply write "NIL RETURN" across the coupon before posting back.

An example of a Tourist Development Tax Return is shown below.

The tax collected on rental income is due on 1st of the month following the month being reported.

If the tax collected is not remitted by the 20th of that month then the return is considered delinquent and penalties and interest become due on the tax payable. No collection allowance can be claimed on a late filing.

To complete a tourist development tax return that is delinquent please refer to the instructions on each County website

Completing a Tourist Development Tax Return

Enter rental income in Line 1 and 3

Enter tax collected in line 4 and copy to line 6

TAX COLLECTORS OFFICE - POLK COUNTY TOURIST DEVELOPMENT TAX RETURN

TAXPAYER COPY

INSTRUCTIONS ON BACK		Monthly
1	Gross Rental Receipts:	
2	Exempt Rental Receipts:	
3	Taxable Rental Receipts:	
4	Total Tax Collected:	
5	Adjustments:	
6	Total Tax Due:	
7	Less - Collections Allowance:	
8	Plus - Penalty:	
9	Plus - Interest:	
10	Total Amount Due:	
11	Total Unit Nights Available	
12	Unit Nights Rented	

TAX NO	A/C NO	PERIOD	MONTH FILING
			00/00/0000

Payment due by

TAXPAYER NAME

RENTAL PROPERTY ADDRESS

Make checks payable to JOE G TEDDER, TAX COLLECTOR
 PO Box 2106, Bartow, FL 33731-2016 Tel. 863-534-4731 - Fax 863-534-4717

Signature _____ Date _____

Enter collection allowance of 2.5% of tax due (max \$30)

Deduct line 7 from line 6. This is the amount due. Enter in line 10

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