



**SHORT-TERM RENTAL TAX  
QUARTERLY REPORTING STATEMENT**  
PLEASE RETURN COMPLETED REPORT WITH PAYMENT TO:  
Commissioner of the Revenue  
P.O. Box 2964  
Charlottesville, VA 22902-2964

ACCOUNT NUMBER \_\_\_\_\_  
 LEGAL NAME \_\_\_\_\_  
 TRADE NAME \_\_\_\_\_  
 LOCATION ADDRESS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**TO AVOID PENALTY AND INTEREST, REPORT MUST BE FILED AND  
PAYMENT REMITTED ON OR BEFORE THE DATES INDICATED BELOW.**

**Circle Reporting Quarter**

<i>Tax Year:</i>	<i>For Quarter Ending:</i>	<i>Report Due Date:</i>	<i>Payment Due Date:</i>
<b>20</b> _____	March 31	April 15	April 30
	June 30	July 15	July 31
	September 30	October 15	October 31
	December 31	January 15	January 31

1. TOTAL GROSS PROCEEDS OF ALL RENTAL PROPERTY.....\$ \_\_\_\_\_

2. TOTAL GROSS PROCEEDS OF DAILY RENTAL PROPERTY.....\$ \_\_\_\_\_  
 (Daily rental property is defined as property rented for 92 consecutive days or less, including extensions and renewals)

3. TOTAL GROSS PROCEEDS OF DAILY RENTAL PROPERTY WHICH ARE EXEMPT FROM.....\$ \_\_\_\_\_  
 VIRGINIA SALES TAX

4. ADJUSTED GROSS RENTAL PROCEEDS (Line 2 less line 3).....\$ \_\_\_\_\_

5. TAX DUE (1% of Line 4).....\$ \_\_\_\_\_

6. LATE PAYMENT PENALTY (10% of tax due or \$10.00, whichever is greater).....\$ \_\_\_\_\_

7. INTEREST (10% of line 5).....\$ \_\_\_\_\_

8. TOTAL (SUM OF LINES 5, 6, AND 7).....\$ \_\_\_\_\_

MAKE CHECK PAYABLE TO: CITY TREASURER, CHARLOTTESVILLE, VIRGINIA

*I declare that this return has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.*

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

<b>FOR OFFICE USE ONLY</b>		CK AMT	CK#
PROCESSOR		LRD	PD