



KETCHIKAN GATEWAY BOROUGH  
 1900 FIRST AVENUE, SUITE 118  
 KETCHIKAN, ALASKA 99901

TRANSIENT OCCUPANCY TAX RETURN  
 CHAPTER 45.30 TRANSIENT OCCUPANCY TAX

	QUARTER ENDING _____	
	BOROUGH	CITY
1. GROSS RENTALS	_____	_____
2. LESS NON-TAXABLE RENTALS	_____	_____
3. TOTAL TAXABLE RENTALS	_____	_____
4. TAX CITY 7%	_____	_____
TAX BOROUGH 4 %	_____	_____
5. PENALTY	_____	_____
6. INTEREST 1%	_____	_____
7. LESS ADVANCE PAYMENTS	_____	_____
8. TOTAL AMOUNT REMITTED	_____	_____

**INSTRUCTIONS**

- 1 **GROSS RENTALS-** The amount paid as monetary consideration for the use of a room in a Hotel/Motel or other place of accommodation including bed and breakfast facilities by a transient.
- 2 **LESS NON-TAXABLE RENTALS-** Rentals not being subject to the room tax such as rentals on a monthly basis, rentals of single family dwelling or vacation cabins
- 3 **TOTAL TAXABLE RENTALS-** Subtract Lines 2 from Line 1
- 4 **TAX CITY 7%** Multiply 7% of Line 3 if business is located in the City  
**TAX BOROUGH 4%** Multiply 4% of Line 3 if business is located in the Borough
- 5 **PENALTY** If delinquent within 7 working days, add 1% of line 4  
 If delinquent more than 7 working days, add 15% of line 4 plus 5% monthly until 25% has accrued.
- 6 **INTEREST** If delinquent add 1% per month (12% per annum) of line 4
- 7 **LESS ADVANCE PAYMENTS** Subtract any advance payments
- 8 **TOTAL AMOUNT REMITTED** Add lines 4, 5, 6 and 7

I DECLARE, SUBJECT TO THE PENALTIES PRESCRIBED, THAT THIS RETURN HAS BEEN EXAMINED BY ME, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS A TRUE , CORRECT AND COMPLETE RETURN.

BY/TITLE

DATE

TO AVOID PENALTY , REMIT BY

OCTOBER 31,2010

THIRD QUARTER 2010