



## ALLEGANY COUNTY, MD HOTEL AND MOTEL MONTHLY REPORT

701 Kelly Road, Cumberland, MD 21502

**Please read the following instructions before preparing and submitting the monthly report.**

1. This report and remittance must be made on or before the 15<sup>th</sup> of the month, following the month the tax is billed and collected.
2. Indicate in the box below if your business is located in corporate limits of a municipal corporation.

Barton       Cumberland       Frostburg       Lonaconing  
 Luke       Midland       Westernport       Other: \_\_\_\_\_

3. **Make checks payable to:** Allegany County Commissioners

**Mail to:**      Allegany County Finance Office  
701 Kelly Road, Suite 205  
Cumberland, MD 21502

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**Report Date:** \_\_\_\_\_

**MD Sales Tax Account #:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

Gross Receipts Collected	Rate	Total Tax Collected	Total Tax Collected and Due
X	8%	X	98.5%*

**Number of Rooms:** \_\_\_\_\_ **X Days in the Period:** \_\_\_\_\_ = \_\_\_\_\_

**Total Number of rooms occupied for the period:** \_\_\_\_\_

\*Person collecting tax is entitled to a 1 1/2% collection fee to cover expenses of collection and remittance of tax. However, this collection fee cannot be taken if the monthly report is delinquent. If a report is delinquent, a late fee will be charged of one-half (1/2%) percent per month on the amount of tax due each month or portion thereof from the date the tax is due. If the tax remains delinquent and unpaid for a period of one (1) month from the date it is due and payable, there shall be added to the tax penalty of ten (10%) percent of the amount of the tax.

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I declare under penalty of perjury that this report (including accompanying statements) has been examined by me, and to the best of my knowledge and belief is true, correct and complete.

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Signature

Title

Date