

**CHARLOTTE COUNTY TOURIST DEVELOPMENT TAX RETURN**

**LOCAL OPTION TAX RETURN**

TAX PERIOD: Month \_\_\_\_ Year \_\_\_\_  
ACCOUNT # \_\_\_\_\_

**DELINQUENT IF NOT POSTMARKED BY:**

**SEE BELOW FOR INSTRUCTIONS**

RENTAL LOCATION:

»  
»  
  
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1. Gross Rental Receipts	
2. Exempt Rental Receipts	
3. Taxable Rental Receipts	
4. Total Tax Collected (5%)	
5. Plus Delinquent Penalty	
6. Plus Delinquent Interest	
<b>7. Total Amount Due</b>	

**MAKE CHECK PAYABLE TO: CHARLOTTE COUNTY TAX COLLECTOR**  
18500 MURDOCK CIR  
PORT CHARLOTTE, FL 33948  
**(941) 743-1350**  
<http://taxcollector.charlottecountyfl.gov>

SIGNATURE REQUIRED \_\_\_\_\_

**Customer Copy**

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Please complete this return and mail with your payment postmarked by the 20<sup>th</sup> of the month following the month the tax was collected.

**THIS RETURN IS SUBJECT TO AUDIT BY THE CHARLOTTE COUNTY TAX COLLECTOR**

**INSTRUCTIONS TO COMPLETE RETURN**

1. GROSS RENTAL RECEIPTS: Enter the total amount of rental dollars for the reporting period.
2. EXEMPT RENTAL RECEIPTS: Enter any exempt rentals authorized by Florida law.
3. TAXABLE RENTAL RECEIPTS: Enter amount of taxable rental dollars [line 1 minus (-) line 2]
4. TOTAL TAX COLLECTED: Enter the total Tourist Development Tax collected.[ line 3 times (x) 5%]
5. PENALTY: If delinquent, enter **10%** of the amount of line 4 for each month of delinquency with a minimum of **\$50.00 per month**.
6. INTEREST: Delinquent interest rate varies. Please call 941-743-1350 for instructions.
7. TOTAL AMOUNT DUE: Enter total amount due on the return.

\*If you have any questions or need help filling out this form, do not hesitate to call 941-743-1350.

**NOTE: THIS RETURN MUST BE SIGNED BY THE PERSON COMPLETING THE FORM.**