



TOWN OF COLONIAL BEACH
P.O. BOX 450
COLONIAL BEACH, VIRGINIA. 22443
TELEPHONE (804) 224-7183
FAX (804) 224-7185

Fields in **RED** are required

Meals & Lodging Tax Form

Date:

* Name:

* Period Ending -
Last Day of Month
MM/DD/YYYY

* Address:

Date Due -
20th of Month

* Tax ID#

On Time

Months Late:

Late Payment

1 .	* Meals / Lodging Sales	
2 .	* Alcohol Sales	
3 .	Total taxable sales	(Line 1) + (Line 2)
4 .	Meals/Lodging Tax	(Line 3) x 6%
5 .	3% Discount	(Line 4) x 3%
6 .	Net Tax	(Line 4) - (Line 5)
7 .	10% Penalty	(Line 6) x 10%
8 .	Interest for late filing	(Line 6) + (Line 7) x 10% ÷ 12 x Number of Months Late
9 .	Total Due & Payable	(Line 6) + (Line 7) + (Line 8)

Note: Have a question, call the Treasurer's office @ (804) 224-7183. Please refer to the town code of ordinances Chapter 20 Articles 3 & 4. The Meals/Lodging taxes are due before the 20th of the month for the availability of the 3% discount. A 10% penalty applies if paid after the 20th, and the annual interest rate is currently 10%. The interest starts on the 21st of the month it's due and on the 1st of the month thereafter.