

TOWN OF ELK ROOM TAX RETURN

Period Covered: _____ Payment Due: _____

Business Name: _____

Address: _____

FEIN # _____ Social Security # _____

Sales: 1. Gross Sales 1. _____

Deductions: 2. Exemption Certificate Sale 2. _____

3. State and County Sales Tax
included in line 1. 3. _____

4. Sales Return, Allowances
and Bad Debts 4. _____

5. Total Deductions 5. _____

Room Tax Due: 6. Taxable receipts
(subtract line 5 from line 1) 6. _____

7. 4% Room Tax
(multiply line 6 by .04) 7. _____

8. Less Administration
(multiply line 7 by .02) 8. _____

9. TOTAL Room Tax Due 9. _____

Tax Due Quarterly: 1st Quarter: January 1 – March 31 Taxes Due April 30
2nd Quarter: April 1 – June 30 Taxes Due July 31
3rd Quarter: July 1 – September 30 Taxes Due October 31
4th Quarter: October 1 – December 31 Taxes Due January 31

Payable to: Town of Elk, N8314 Danish Settlement Road, Phillips WI 54555

Change of Ownership? Please advise us of the date of change, new owner's name, new business name and new mailing address.