

# THE TOWN OF Batesburg-Leesville

## Local Hospitality Tax Reporting Form

Town of Batesburg-Leesville  
 Hospitality Tax Clerk  
 P.O. Box 2329  
 Batesburg-Leesville, SC 29070  
 psaeed@batesburg-leesville.org  
 Phone: (803) 532-4601

\_\_\_\_\_  
 Reporting Month  
 \_\_\_\_\_  
 FED ID or SS#

\_\_\_\_\_  
 Business Name  
 \_\_\_\_\_  
 Service Address  
 \_\_\_\_\_  
 City, State, Zip Code

HOSPITALITY TAX COMPUTATION																			
1. Gross Sales: prepared Food and beverages.	Line 1	\$																	
2. Hospitality Tax: Line 1 x 2% (0.02).	Line 2	\$																	
3. Penalty on Delinquent returns: Line 2 x (5% x _____ number of months delinquent). <i>Example: \$1,000 x (0.05 x 2 months) = \$100</i>	Line 3	\$																	
4. Sub-total Hospitality Tax Due (add lines 2 and 3).	Line 4	\$																	
5. Hospitality Tax Remitted to another Jurisdiction(s). Please list all other remittances. Use back of form to list additional.	Line 5	\$																	
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Jurisdiction</th> <th style="width: 25%;">Amount</th> <th style="width: 25%;">Jurisdiction</th> <th style="width: 25%;">Amount</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td style="text-align: center;">\$ _____</td> <td>_____</td> <td style="text-align: center;">\$ _____</td> </tr> <tr> <td>_____</td> <td style="text-align: center;">\$ _____</td> <td>_____</td> <td style="text-align: center;">\$ _____</td> </tr> <tr> <td>_____</td> <td style="text-align: center;">\$ _____</td> <td>_____</td> <td style="text-align: center;">\$ _____</td> </tr> </tbody> </table>	Jurisdiction	Amount	Jurisdiction	Amount	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____	_____	\$ _____			
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6. Total Hospitality Tax Due to Batesburg-Leesville (line 4 minus 5).	Line 6	\$																	
Enclose check made payable to the Town of Batesburg-Leesville. Include your <u>Business Name</u> and the <u>Reporting Month</u> on the check.																			

Per Town of Batesburg-Leesville ordinance, a 2% Local Hospitality Tax on the gross proceeds from the sale of prepared meals and beverages must be remitted to the Town. The taxes are due on or before the twentieth (20<sup>th</sup>) of the month following the close of the period. Please sign and date the return.

<i>I hereby certify that all of the information stated above is true and accurate to the best of my knowledge and belief.</i>	
Signature: _____	Date: _____
Print Name & Title: _____	Telephone #: _____