

# CITY OF RIPON ROOM TAX REPORT

\_\_\_\_\_ Quarter, 20\_\_\_\_

**Direct Marketing** Gross Room Receipts \_\_\_\_\_

Amount Due to City for Room Tax (7% of Receipts) \_\_\_\_\_

Number of stays \_\_\_\_\_

Payment for 1 <sup>st</sup> Quarter	(January-February- March)	due April 30
Payment for 2 <sup>nd</sup> Quarter	(April - May - June)	due July 31
Payment for 3 <sup>rd</sup> Quarter	(July -August - September)	due October 31
Payment for 4 <sup>th</sup> Quarter	(October-November-December)	due January 31

**Please include a copy of this report with the remittance to:  
City of Ripon, 100 Jackson Street, Ripon, WI 54971**

Name of Lodging Facility \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

\*\*\*\*\*

For audit purposes please report the following for the Quarter:

**Online Marketplace** Gross Room Receipts \_\_\_\_\_

Number of stays \_\_\_\_\_

Please note: The 7% room tax for the Online Marketplace stays will be collected and remitted to the City of Ripon by the Online Marketplace provider.