



Delaware County Treasurer's Office  
111 Main Street • PO Box 431  
Delhi, NY 13753  
607-832-5070 • Fax 607-832-6013

## Occupancy Tax Return

Due by the 20th of the Following Month

TAX RETURN TYPE:  
(select one)

- ☐ **Quarter 1**  
Mar-Apr-May
- ☐ **Quarter 2**  
Jun-Jul-Aug
- ☐ **Quarter 3**  
Sep-Oct-Nov
- ☐ **Quarter 4**  
Dec-Jan-Feb
- ☐ **Monthly**  
(select Month Paying)
- ☐ **Annual**  
Mar-Feb
- ☐ **Final Return**  
Business Sold
- ☐ **Final Return**  
Business Ended

Date Business Sold/Ended:

### CONTACT INFORMATION:

- |                     |                                 |
|---------------------|---------------------------------|
| 1. Business Name:   | 2. Certificate of Authority No: |
| 3. Contact Person:  | 4. Phone No:                    |
| 5. Mailing Address: | 6. Email:                       |

### COMPUTATION OF TAX:

7. Gross Income From Occupancy of Rooms	\$	
8. Less Tax Exempt Sales	- \$	
9. Net Taxable Income From Occupancy of Rooms (Line 7 - Line 8)	\$	
10. County Occupancy Tax (2% of Line 9)	\$	
11. Less Vendor Collection Credit (5% of Line 10) Not to Exceed \$50; Void if Late Payment	- \$	
12. Net Occupancy Tax (Line 10 - Line 11)	\$	
13. Penalty (5% of Line 10) Applies After The Due Date	\$	
14. Interest (1% per month of Line 10)	\$	
15. Total Penalties and Interest	\$	
16. <b>TOTAL AMOUNT DUE</b> (Line 12 + Line 15)	\$	

Under the penalties of perjury, I hereby declare by my electronic signature via e-mail, or by my manual signature via regular mail, that I have examined this return, and to the best of my knowledge, believe the same is true and accurate.

Date: \_\_\_\_\_ Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_

Make Payment Payable to:

**Delaware County Treasurer**

#### Payment/Submission Options:

- Mail Payment and Tax Return Form to The Address at The Top of This Form
- Electronically Submit Form and Send Payment Via
  - ☐ Credit Card
  - ☐ Debit Card
  - ☐ Bill Payment Through Your Bank
  - ☐ Mail Check to:  
PO Box 431, Delhi, NY 13753