



CITY OF LA GRANDE / UNION COUNTY  
TRANSIENT ROOM TAX RETURN

OWNER \_\_\_\_\_ BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

NUMBER OF ROOMS \_\_\_\_\_ MONTH / YEAR COVERED \_\_\_\_\_

1. Gross Rents-----\$ \_\_\_\_\_
2. Rent by the month-----\$ \_\_\_\_\_
3. Rent less than \$2 per day-----\$ \_\_\_\_\_
4. Gross receipts from Transient Lodging Intermediaries -----\$ \_\_\_\_\_  
(Use work sheet on page 2)
5. Total allowable deductions, total Lines 2 through 4 -----\$ \_\_\_\_\_
6. Taxable rents (subtract line 5 from line 1)-----\$ \_\_\_\_\_
7. Tax @ 6% of line 6 (City of La Grande)-----\$ \_\_\_\_\_
8. Tax @ 3% of line 6 (Union County)-----\$ \_\_\_\_\_
9. Add excess tax collected -----\$ \_\_\_\_\_
10. TOTAL TAX COLLECTED: (total lines 7, 8 & 9)----- \$ \_\_\_\_\_
11. Operator's Collection Fee (5% of line 7)-----\$ \_\_\_\_\_
12. Operator's Collection Fee (5% of line 8)-----\$ \_\_\_\_\_
13. TOTAL TAX DUE (subtract lines 11 & 12 from line 10)----- \$ \_\_\_\_\_
14. PENALTY: (10% if fail to remit any tax imposed by Ordinance prior to delinquency.  
A second delinquent penalty of 15% if 30 days past first delinquency.) \$ \_\_\_\_\_
15. INTEREST: (.5% per month of the amount of tax due, excluding penalties, from the  
Date on which the remittance first became delinquent until paid.)----- \$ \_\_\_\_\_
16. Adjustments for prior shortage or (overpayments)-----
17. TOTAL TAX, PENALTY AND INTEREST: (line 13 through 15 or subtract line  
16 if overpayment)-----\$ \_\_\_\_\_

I DECLARE, UNDER PENALTY OF MAKING A FALSE STATEMENT, THAT TO THE BEST OF MY  
KNOWLEDGE AND BELIEF, THE STATEMENTS HEREIN ARE CORRECT AND TRUE.

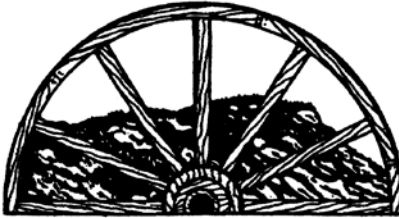
SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

SEND PAYMENT TO: CITY OF LA GRANDE PO BOX 670 LA GRANDE, OR 97850

Please call our office @ (541) 962-1313 if you have questions calculating interest or penalties

**PAYMENTS ARE DUE BY THE 15<sup>TH</sup> OF THE MONTH FOLLOWING COLLECTION MONTH**

DATE FILED \_\_\_\_\_ CHECKED AND RECEIPTED BY \_\_\_\_\_



**CITY OF LA GRANDE / UNION COUNTY  
TRANSIENT ROOM TAX RETURN  
Transient Lodging Intermediaries Worksheet**

Identify all gross receipts from transient lodging intermediaries for the month. A transient intermediary is a person, other than a provider, who facilitates the retail sale and charges for all the occupancy of transient lodging. Transient lodging intermediaries include, but are not limited to online travel companies, travel agents, and tour outfitter companies.

	Gross Receipt Amount Month Ending _____
Company Name or Transient Lodging Intermediary Address	
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<b>Grand Total</b> Transfer to Page 1, line 4	