

# PALO PINTO COUNTY HOTEL OCCUPANCY TAX REPORT

Mail Report and payment to:  
Palo Pinto County Treasurer  
P. O. Box 75,  
Palo Pinto, TX 76484  
Or make payment on the Link provided  
and send report by email to:  
[deanna.copeland@co.palo-pinto.tx.us](mailto:deanna.copeland@co.palo-pinto.tx.us)

Reporting Year:

Mark the quarter that is being reported:

- Qtr 1 (January - March)  
 Qtr 2 (April - June)  
 Qtr 3 (July - September)  
 Qtr 4 (October-December)

Due Date:

April 30
July 31
Oct 31
Jan 31

HOT #

This number must be on all documents.

Location Trade Name:

Exemptions: **(Must have Form 12-302)**

Taxable Receipts:

Location Address:

Tax Rate: 7%

**Tax Due:**

If Payment is made day **1-30** after due date-  
5% Late Charge Penalty:

**OR**

If Payment is made day **31-59** after due date-  
10% Late Charge Penalty:

**Total of Tax Due + Late Charge Penalty:**

If Payment is made day **60** or later after due date-  
Interest Due:

\*See example to compute interest on instructions page

**Tax Due:**

**Late Charge Penalty:**

**Interest Due**

**Total:**

Contact phone number:

Email:

Signature:

Date: