

RETURN MUST BE  
FILED EVEN IF NO  
TAX IS DUE.



THIS RETURN MUST BE FILED  
BY THE 20th OF THE MONTH  
FOLLOWING THE MONTH  
FOR WHICH THE TAX IS DUE  
TO AVOID PENALTY AND  
INTEREST.

Office of the  
Knox County Clerk  
P.O. BOX 1566  
KNOXVILLE, TN 37901  
(865) 215-2392

HOTEL, MOTEL, AND ROOMING HOUSE TRANSIENT OCCUPANCY TAX

County Business Tax Account# \_\_\_\_\_

Name of Hotel, Motel, etc. \_\_\_\_\_

Address \_\_\_\_\_ Phone No. \_\_\_\_\_

Report for Calendar Month ending (Date) \_\_\_\_\_ Total Rooms for Rent \_\_\_\_\_

Total Rooms Rented \_\_\_\_\_

1. Gross Rent for Occupancy of Rooms ..... \$ \_\_\_\_\_

2. Deductions..... Total 2a and 2b ..... \$ \_\_\_\_\_

a) Permanent Residents (30 days or more) ..... \$ \_\_\_\_\_

b) Government employees/agents (Paid Directly by Govt Agency) .... \$ \_\_\_\_\_

3. Taxable Rents: Line 1 minus Line 2 ..... \$ \_\_\_\_\_

4. Tax Due (5% of Line 3) ..... \$ \_\_\_\_\_

5. 3% Deduction when operator completes return and files by the 20th of month ..... \$ \_\_\_\_\_  
(Deduction does not apply to late filing)

Computation of Interest and Penalty for late filing:

a) Interest @ 12% per Annum ..... \$ \_\_\_\_\_

b) Penalty @ 1% per Annum ..... \$ \_\_\_\_\_

c) Civil Penalty for failure to file and remit tax @ \$50 per day, per occurrence \$ \_\_\_\_\_

6. Total Interest and Penalty (5a + 5b + 5c) ..... \$ \_\_\_\_\_

7. Total Tax (Line 4 less Line 5 OR Line 4 plus Line 6) ..... \$ \_\_\_\_\_

MAKE CHECK OR MONEY ORDER PAYABLE TO: KNOX COUNTY CLERK

I declare under penalty of perjury that this return (including any accompanying statements) has been examined by me and is, to the best of my knowledge and belief, a true, correct and complete return.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

(For Official Use Only) CHECK NUMBER \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_

RECEIPT NUMBER \_\_\_\_\_