



Town of Brazeau
 10892 Parkway Rd
 Pound, WI 54161
 (920) 897-3855
 townofbrazeau@centurytel.net

Room Tax Quarterly Report

- QTR 1-File in **April** for January, February, and March
 QTR 2-File in **July** for April, May, and June
 QTR 3-File in **October** for July, August, and September
 QTR 4-File in **January** for October, November, and December

Property Owner: _____ Phone #: _____

Property Address: _____ Town License #: _____

A	Gross Receipts Paid Direct	\$
B	Deductions allowed: State exempt organizations/clients	\$
C	Tax Included in gross receipts	\$
D	Net Taxable Earnings from Direct Payments-TOTAL	\$
E	Marketplace Gross Receipts (List each marketplace)	\$
F	Marketplace Deductions: State exempt organizations/clients	\$
G	Marketplace tax included on gross receipts	\$
H	Net Taxable Earnings from Marketplace Providers-TOTAL	\$
I	Net Taxable Earnings	\$
J	Total 8% Room Tax Due	

This report and payments are due no later than the last day of the month following the end of the calendar quarter for which the tax is imposed.

Please return one copy with your remittance to the Town of Brazeau, 10892 Parkway Rd, Pound, WI 54161

Directions:

A	Use this line to record non-Marketplace sales. For example: If you have sales through a personal website or by the phone/in person bookings, they should be recorded here. If none, skip to Line E
B	Any exempt sales would include any over 30-day stays, sales to any exempt organizations. Subtract from Line A
C	Any taxes that are included in gross receipts should be deducted here. Subtract from Line A
D	A-B-C=D
E	Use this line to record all Marketplace sales. For example: Airbnb, VRBO, Expedia, HomeAway, etc.
F	Any exempt sales would include any over 30-day stays, sales to any exempt organizations that were placed through the marketplace. Subtract from Line E
G	Any taxes that are included in gross receipts from a marketplace should be deducted here. Subtract from Line E
H	E-F-G=H
I	Total Net Taxable Earnings. D+H=I
J	Room Tax Due-multiply Line I by 8%. I*.08=J
	Please list how much is due from each Marketplace Provider. If you only use Marketplace providers the Total 8% Room Tax Due should be zero. If there is a remaining balance due, this is your responsibility to pay the Town directly. (8% of D)

Name of Preparer: _____ Date submitted: _____