



**MONTHLY REPORT ON TRANSIENT ROOM TAX**  
**RETURN IS DUE 30 DAYS FOLLOWING THE 20<sup>TH</sup> OF THE PREVIOUS MONTH**

**A separate form must be submitted for each property - DO NOT COMBINE ON ONE FORM**

Property Name: \_\_\_\_\_ Month Ending: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Property Website: \_\_\_\_\_ Total Rooms Available: \_\_\_\_\_  
Property Contact: \_\_\_\_\_ Average Nightly Rate: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_  
Contact Mailing Address: \_\_\_\_\_  
Contact Email: \_\_\_\_\_

\_\_\_\_\_ Month Ending Total Room Receipts  
\_\_\_\_\_ Transient Room Tax – 3%  
\_\_\_\_\_ Penalty for Late Filing – 12% of Tax Due

I hereby certify that the statements made herein and in any supporting schedule are true, correct, and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

**MAKE CHECK PAYABLE TO SPENCER COUNTY TREASURER**  
**MAIL PAYMENT TO: Spencer County Treasurer**  
**PO Box 397**  
**Taylorsville, KY 40071**

File a report event though no tax may be due. Report any change of address or ownership immediately. Make sure the return is signed and dated. Keep a copy for your records.

***Copies of this form are acceptable for reporting purposes.***