

**SUSSEX COUNTY, VIRGINIA  
RETURN OF SUSSEX COUNTY OCCUPANCY TAX**

Federal ID# _____
TAX REPORT FOR MONTH ENDING _____ 20_____

Name of Taxpayer: _____
Trade Name: _____
Mailing Address: _____
_____
Location of Business: _____
Telephone No.: _____

In accordance with Chapter 14, Article XI, of the Sussex County Code of 2% occupancy tax on hotels, motels, boarding houses, travel campgrounds and other facilities renting guest rooms for continuous occupancy of, or fewer than, thirty (30) consecutive days. **SAID TAXES MUST BE COLLECTED AND REMITTED BY THE 20<sup>TH</sup> DAY OF EACH MONTH FOLLOWING THE MONTH OF COLLECTION.**

A. GROSS OCCUPANCY RECEIPTS	\$ _____
B. TAX 2% OF AMOUNT ON LINE (A)	\$ _____
C. PENALTY (10% OR \$10.00, WHICHEVER IS LESS)	\$ _____
D. INTEREST (10% PER YEAR, COMPUTED MONTHLY)	\$ _____
E. TOTAL TAX, PENALTY, AND INTEREST	\$ _____
<b>(Make check or money order payable to: Treasurer, Sussex County)</b>	

**Taxpayers not remitting payment by the deadline shall incur a penalty of 10% of the tax, or \$10.00, whichever is greater. Penalties shall become part of the tax when assessed (Code of Virginia, § 58.1-3916). Interest at the rate of 10% per year, computed monthly, will be added on the first day of each month on any unpaid tax and penalty. Payments will be applied first to any interest and penalty, with the balance applied to tax.**

I, the undersigned taxpayer, do swear (or affirm) that the foregoing figures and statements are true, full and correct to the best of my knowledge and belief.

RETURN TO: OFFICE TO THE COMMISSIONER OF  
THE REVENUE  
POST OFFICE BOX 1398  
SUSSEX, VA 23884-0124

\_\_\_\_\_  
Signature of Taxpayer

\_\_\_\_\_  
Date

Telephone: (434) 246-1022 Fax: (434) 246-4503

<b>Treasurer</b> _____	<b>Date</b> _____
<b>Commissioner</b> _____	<b>Date</b> _____