



# CITY OF TULSA

## Lodging Tax Return Form

Every person providing transient lodging for remuneration in the Incorporated City of Tulsa must collect a tax of five (5%) on the rent paid, unless that rent qualifies for an exemption. All exemption forms must accompany this tax return. This tax is due and payable to the City, the last day of the month for the preceding calendar month. Failure to pay the amount due prior to the due date, will result in a penalty of 10%. In addition to the penalty, any operator who fails to remit shall pay interest at the rate of one and one-half percent (1 1/2%) per month, from the last day of the month to the date of payment. Change of ownership, suspension, or disposal of business must be reported to us immediately on a prescribed form.

FILE ONLINE AT: <https://Tulsa.hdlgov.com>

ACCOUNT NO: \_\_\_\_\_

PIN: \_\_\_\_\_

Lodging Establishment Name and Address \_\_\_\_\_

Reporting Period (MM / YYYY) \_\_\_\_\_

Number of Rooms Rented During the Period \_\_\_\_\_

Number of Rooms Available During the Period \_\_\_\_\_

**This return is subject to audit:**

<input type="checkbox"/> Gross Rent Paid for Lodging	1. \$ _____
<input type="checkbox"/> Less Allowable Exemptions*	2. \$ _____
2a. Rent for occupancy by permanent residents (one who occupies or has right of occupancy at least 30 consecutive days)	2a. \$ _____
2b. Governmental Exemptions	2 . \$ _____
3. Net Taxable Rent: (Line 1 minus Line 2)	3. \$ _____
<input type="checkbox"/> Lodging Tax (Line 3 x 5%)	4. \$ _____
<input type="checkbox"/> Discount (Line 4 x 3%, if payment is received by the 15th of the month)	5. \$ _____
6. Lodging Tax Penalty (Line 4 x 10% if payment is received after the the due date)	6. \$ _____
<input type="checkbox"/> Lodging Tax Interest (Line 4 x 1.50% per month applied starting after the due date)	7. \$ _____
<b>TOTAL AMOUNT DUE (Add Line 4 through Line 7)</b>	<b>TOTAL \$ _____</b>

I declare under penalties prescribed that the information provided in this return is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Please make check payable to: **City of Tulsa**

Mail to: City of Tulsa Lodging Tax Processing Center  
8839 N. Cedar Ave #212 • Fresno, CA 93720

Need assistance? Email us at: [Tulsalodgingtax@hdlgov.com](mailto:Tulsalodgingtax@hdlgov.com)  
Ph: (539) 233 6136

**\*\* Permanent Guest Exemption:** For stays of more than thirty (30) consecutive days. In the absence of a prior written contract, the tax must be collected for the first 30 days.