



VILLAGE OF ROSEMONT

9501 W. DEVON AVE  
ROSEMONT, IL 60018

This form is effective for hotel stays beginning January 1, 2024

HOTEL AND MOTEL ROOM TAX RETURN

HOTEL NAME \_\_\_\_\_  
HOTEL ADDRESS \_\_\_\_\_  
OPERATOR NAME \_\_\_\_\_  
PRINCIPAL OFFICE ADDRESS \_\_\_\_\_  
CONTACT EMAIL / PHONE NUMBER \_\_\_\_\_  
MONTH FOR WHICH TAX RETURN APPLIES: \_\_\_\_\_

TOTAL NUMBER OF ROOMS RENTED \_\_\_\_\_  
\*THE NUMBER OF ROOMS RENTED MUST BE SUBMITTED OR WE CAN NOT PROCESS YOUR RETURN

1. GROSS RECEIPTS FROM ROOM RENTALS \_\_\_\_\_  
2. LESS: EXEMPTED ROOM RENTAL RECEIPTS \_\_\_\_\_  
3. LESS: ROOM RENTAL RECEIPTS FOR ROOMS RENTED FOR 30 OR MORE DAYS SUBJECT TO TAX \_\_\_\_\_  
4. TOTAL GROSS RECEIPTS SUBJECT TO 7% TAX (LINE 1 - LINE 2 - LINE 3) \_\_\_\_\_  
5. HOTEL AND MOTEL TAX LIABILITY (7% OF LINE 4) \_\_\_\_\_  
6. TAX ON STAYS 30 DAYS OR LONGER (\$1,000 FOR EACH 30-DAY STAY OR PART THEREOF) \_\_\_\_\_  
7. TOTAL TAX DUE (LINE 5 + LINE 6) \_\_\_\_\_  
8. LESS: CREDIT FOR ON TIME PAYMENT (0.75% OF LINE 7) \_\_\_\_\_  
9. ADD: PENALTY FOR LATE PAYMENT\* (5% OF LINE 7) \_\_\_\_\_  
10. ADD: PENALTY FOR LATE FILING\*\* (5% OF LINE 7) \_\_\_\_\_  
11. ADD: INTEREST OF 1.5% PER MONTH OR PART THEREOF, IF APPLICABLE\*\*\* \_\_\_\_\_  
12. TOTAL DUE (LINE 7 - LINE 8 + LINE 9 + LINE 10+ LINE 11) \_\_\_\_\_

THE UNDERSIGNED CERTIFIES THAT THE INFORMATION SET FORTH IN THIS RETURN IS TRUE AND ACCURATE TO THE BEST OF THEIR KNOWLEDGE AND BELIEF AND IS TAKEN FROM THE BOOKS AND RECORDS OF THE BUSINESS FOR WHICH THE RETURN IS FILED

\_\_\_\_\_  
(SIGNATURE OF PERSON, OTHER THAN TAXPAYER PREPARING THIS RETURN)

\_\_\_\_\_  
(SIGNATURE OF TAXPAYER)

\_\_\_\_\_  
(NAME OF FIRM OR EMPLOYER, IF ANY)

\_\_\_\_\_  
(TITLE)

\_\_\_\_\_  
(DATE)

\_\_\_\_\_  
(DATE)

THIS TAX RETURN AND PAYMENT OF THE TAX LIABILITY SHALL BE DUE ON OR BEFORE THE TENTH DAY OF THE NEXT CALENDAR MONTH

MAKE CHECK PAYABLE TO:  
AND MAIL TO:

VILLAGE OF ROSEMONT  
9501 WEST DEVON AVE.  
ROSEMONT, IL 60018

\*\*\*\*\*DO NOT INCLUDE ANY OTHER INVOICE OR PAYMENT FOR THE VILLAGE OF ROSEMONT WITH YOUR TAX RETURN\*\*\*\*\*

\*PENALTY FOR LATE PAYMENT, WITHIN 30 DAYS OF THE DUE DATE, IS 5% OF THE TAX DUE.

\*\*PENALTY FOR LATE FILING, WITHIN 30 DAYS OF THE DUE DATE, IS 5% OF THE TAX DUE.

ADDITIONAL PENALTIES APPLY FOR FILINGS THAT ARE MORE THAN 30 DAYS LATE.

\*\*\*INTEREST CHARGE FOR LATE PAYMENT, UNDERPAYMENT, OR NONPAYMENT OF TAX IS 1.5% PER MONTH OR PART THEREOF.