



County of Fairfax  
Department of Tax Administration

www.fairfaxcounty.gov/dta  
12000 Government Center Parkway, Suite 261  
Fairfax, Virginia 22035-0029  
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2013

Retain yellow copy for your records

Transient Occupancy Tax\*  
for Fairfax County

Ch. 4, Article 13, Code of the County of Fairfax and Virginia State Code Section 58.1-1742

\* Do not use this filing form for hotels located within the Towns of Clifton, Herndon or Vienna. For town hotels, please use filing form TOT-CHV.

Owner Name: \_\_\_\_\_ For the Qtr/Month Ending: \_\_\_\_\_

Trade Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Business Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Receipts are for the quarter ending: \_\_\_ March 31 \_\_\_ June 30 \_\_\_ Sept. 30 \_\_\_ Dec. 31

1. Gross Rentals – Private Room Rentals 1 \_\_\_\_\_

2. ALLOWABLE DEDUCTIONS (add lines 2a through 2d) 2 \_\_\_\_\_

- 2a. Exempt rentals (over 30 consecutive days) \_\_\_\_\_
- 2b. Other (please specify) \_\_\_\_\_
- 2c. Refunds of rentals included in gross rentals above \_\_\_\_\_
- 2d. Refunds on rentals from previous report(s) \_\_\_\_\_

3. Net Rentals (subtract line 2 from line 1) 3 \_\_\_\_\_

4. TAX DUE (6 percent of line 3) 4 \_\_\_\_\_

5. PENALTY 5a \_\_\_\_\_

5a. Compute penalty (5 percent of line 4) if report is postmarked later than the last day of the month following the end of the quarter.

5b. Tax plus penalty (add lines 4 and 5a) 5b \_\_\_\_\_

6. INTEREST 6 \_\_\_\_\_

Compute interest (see chart) for each month or portion thereof that the report is late.

Interest Computation	
31-60 Days Late:	Line 5b times 0.42%
61-90 Days Late:	Line 5b times 0.84%

7. TOTAL AMOUNT DUE TO FAIRFAX COUNTY (add lines 5b and 6) 7 \_\_\_\_\_

(Enclose a check payable to Fairfax County for the exact amount. Mail check and form to the address at the top of the form.)

Returns postmarked later than the last day of the month after the closing date of the quarter reported above will be assessed a 5 percent penalty. Willful refusal to file a tax return is subject to criminal penalties.

Subject to Va. Code, §58.1-3907, I hereby certify this return has been examined by me and is, to the best of my knowledge, a true, correct, and complete return.

Name and Title \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ E-mail \_\_\_\_\_ Telephone \_\_\_\_\_

For Office Use Only		
_____ 2% Transient Occupancy Tax	(GL 416090) §58.1-3819	Qtr/Month Ending _____
_____ 2% Transient Occupancy (Tourism) Tax	(GL 416100) §58.1-3824	Date Received _____
_____ 2% Regional Transient Occupancy Tax	(GL 416095) §58.1-1742	Received By _____