



YATES COUNTY DEPARTMENT OF FINANCE  
 417 Liberty Street, Suite 1081  
 Penn Yan, New York 14527  
 Tel 315-536-5192; Fax 315-536-5527

**PLEASE NOTE: This return must be filed regardless of whether there is any tax due to Yates County**

**OCCUPANCY TAX RETURN FORM**

Quarter: 12/1/21-2/28/22  due no later than March 20<sup>th</sup>      3/1/22-5/31/22  due no later than June 20<sup>th</sup>      6/1/22-8/31/22  due no later than September 20<sup>th</sup>      9/1/22-11/30/22  due no later than December 20<sup>th</sup>

Name: \_\_\_\_\_

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

Type of Establishment: \_\_\_\_\_

Address of Rental: \_\_\_\_\_

**COMPUTATION OF TAX:**

- 1. Gross Income Collected From Occupancy \_\_\_\_\_
- 2. Less: Exempt Income \_\_\_\_\_  
(Occupants from Exempt Organizations & Permanent Residents)
- 3. Net Taxable Income (Line 1 minus Line 2) \_\_\_\_\_
- 4. County Occupancy Tax due (4% of Line 3) \_\_\_\_\_
- 5. Less: 5% of Line 4 or \$50, **whichever is less** \_\_\_\_\_  
(For Administration Credit)
- 6. Net Occupancy Tax Due (Line 4 minus Line 5) \_\_\_\_\_
- 7. Penalties and Interest \_\_\_\_\_  
(starting at 5% of line 6 or \$5, **whichever is more**)  
(See Yates County Occupancy Tax Law for Details)
- 8. **Total Amount Due (Line 6 plus Line 7)** \_\_\_\_\_

**If paid after the due date, Occupancy Tax Returns will be subject to penalties and interest. A 5% penalty will be assessed on the day after the tax was due and interest will commence 30 days later.**

I hereby certify that this return, including any attachments, is to the best of my knowledge a true and complete return.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Make remittance payable to Yates County Treasurer  
 Mail to: Department of Finance  
 417 Liberty St - Suite 1081  
 Penn Yan, New York 14527