

Pure Ludington

Ludington Area Convention & Visitors Bureau

ASSESSMENT REPORTING FORM FOR CVB MEMBERS

1. Name of Facility: _____

2. Report for month of: _____ Date: _____

3. Please complete the following schedule with information taken off your Michigan Use Tax Worksheet. You may round to the nearest dollar if you wish.

Monthly 5%

a) Rentals (Line 2, Col B Form 5095) \$ _____

b) Deductions (exemptions, Line 5e, Col B, Form 5095) _____
Non-taxable rentals are bicycles, boats, VCR's, Etc.

c) Other exemptions (Tax included in above) _____

d) Taxable Rental Income (a - b - c) _____

e) Assessment Rate (5%) _____

f) Late Payment Penalty _____

g) Assessment Due _____

Monthly Occupancy Rate (#rented/#rooms) _____

4. Return with remittance made payable to "Ludington Area Convention and Visitors Bureau" and enclose a copy of your Michigan Use Tax Worksheet by the 30th day after the end of each collection month. **By February 28th, a copy of your annual sales tax return must also be provided to Merskin & Merskin, P.C. at 300 S Rath Avenue, Suite 201, Ludington, MI 49431.**

5. Please note that the Bureau is required by law to assess interest on late payments at the rate of 1.5% per month. In addition, payments delinquent for more than 90 days are subject to a 10% penalty each month on the delinquent balance until it is paid. Penalties will be pro-rated, based upon number of days late. (for example, \$500 x .015 = \$7.50 for full month late fee)

Signature