



St. Louis County Department of Revenue – Division of Licenses
 41 S. Central Avenue, Clayton, MO 63105 – Ph: 314. 615.5107

Questions? Please visit our [Customer Service Portal](#)

3.75% Convention and Tourism Tax Sleeping Room Sales Report
 Return this report with payment payable to ‘St. Louis County Director of Revenue’

Name of Owner/Corporation **XYZ Corporation**

Name of Business or dba **J&J Hotel and Suites**

Address of Business **888 Clayton Rd., St. Louis, MO 63105**

Mailing Address (if different) **708 Clark St., Chicago, IL 60018**

Business Phone (incl. Area Code) **555-555-1234**

Number of Sleeping Rooms **100**

Business Email/Website **j&jxyhotel@gmail.com/J&Jxyzhotels.com**

State of Missouri Sales/Use Tax ID **1234578**

FEIN **24-1234567**

Reporting for the **3rd Quarter, 2024, dating from July 1, 2024 to September 30, 2024**

Gross Total Sleeping Room Sales	\$250,000.00
Minus Exemptions (attach exemption form)	\$20,000.00
Subtotal	\$230,000.00
3.75% of Subtotal = Tax Amount Due	\$8,625.00
Late Charges (if applicable - please refer to instructions about how to calculate)	\$258.75
Total Amount Due	\$8,883.75

Payment is due by the 20th day following the end of the calendar quarter. Payments received more than 10 days after the due date, will incur late charges of 1% Penalty and 2% Interest per month ([RSMo 67.619](#))

I hereby certify that I have examined this form and the information provided is true and correct.

Jay Smith, Manager
 Printed Name & Title of Owner/Partner/Managing Officer

Must be signed in front of Notary
 Signature

Subscribed and sworn before me on the _____ day of _____, 20____

My commission expires _____

 Notary Public

OFFICE USE ONLY:
 98% _____ 2% _____ Check #/Date _____