



**“Equal Opportunity Provider & Employer”**

508 Second Street, P.O. Box 277, Pepin, WI, 54759, Phone 715-442-2461

Emails: clerk@pepinwisconsin.org and treasurer@pepinwisconsin.org

**Village of Pepin Quarterly Room Tax Report Form**

Business/Individual's Name \_\_\_\_\_

Address \_\_\_\_\_

Email: \_\_\_\_\_ Phone : \_\_\_\_\_

Report Year \_\_\_\_\_

1 <sup>st</sup> Qtr. ____	2 <sup>nd</sup> Qtr. ____	3 <sup>rd</sup> Qtr. ____	4 <sup>th</sup> Qtr. ____
Jan-Feb-Mar	Apr-May-Jun	Jul-Aug-Sep	Oct-Nov-Dec
Due 4/30	Due 7/31	Due 10/31	Due 1/31

**Note:** Marketplace providers, such as Airbnb, VRBO, etc. are required to collect and remit tax **on the entire amount charged to the purchaser** and remit sales or use taxes according on behalf of a marketplace seller (YOU), as provided in secs. 77.52(3m)(a) and 77.523(1), Wis. Stats.

**Please see back of this form if you use a marketplace provider and fill out that section also.**

1. Gross Receipts-Owner/ Manager	\$
2. Multiplied by 8%	\$
3. Minus 2% of line 2 (Retained by Business)	\$
4. Equals Tax due to the Village of Pepin	\$
5. Plus or Minus any corrections or fees from a previous report	\$
<b>6. Equals tax due to the Village of Pepin by Owner/ Manager</b>	<b>\$</b>
7. Gross Receipts-Owner /Manager	\$
8. Multiplied by 8%	\$

9. Minus 2% of line 2 (Retained by Business)	\$
10. Equals Tax due to the Village of Pepin by <b>Marketplaces</b>	\$

**Signature** \_\_\_\_\_ **Date :** \_\_\_\_\_

**If you use a marketplace provider, please fill out this section AND attach a transaction report from that provider.**

<b>NAME OF MARKETPLACE: VRBO</b>	
Gross Receipts	\$
Multiplied by 8%	\$
Minus 2% of line 2 (Retained by Business)	\$
Equals Tax due to the Village of Pepin by <b>Provider</b>	\$
<b>NAME OF MARKETPLACE: HOMEAWAY</b>	
Gross Receipts	\$
Multiplied by 8%	\$
Minus 2% of line 2 (Retained by Business)	\$
Equals Tax due to the Village of Pepin by <b>Provider</b>	\$
<b>NAME OF MARKETPLACE: AIRBNB</b>	
Gross Receipts	\$
Multiplied by 8%	\$
Minus 2% of line 2 (Retained by Business)	\$
Equals Tax due to the Village of Pepin by <b>Provider</b>	\$
<b>NAME OF MARKETPLACE:</b>	
Gross Receipts	\$
Multiplied by 8%	\$

Minus 2% of line 2 (Retained by Business)	\$
Equals Tax due to the Village of Pepin by <b>Provider</b>	\$
<b>TOTAL ROOM TAX DUE TO VILLAGE OF PEPIN BY MARKETPLACE PROVIDERS</b>	\$

**Please fill out the total from this page on lines 7-10 on the front of this form. Thank you.**

Any questions please contact the treasurer at [treasurer@pepinwisconsin.org](mailto:treasurer@pepinwisconsin.org)

Form Revised May 2022