

COUNTY OF RIVERSIDE
OFFICE OF THE TREASURER-TAX COLLECTOR
Attn: GPSTBID
P O BOX 12005
RIVERSIDE, CA 92502-2205
(951) 955-0799
Email: RCTTCTOT@RIVCO.ORG



**Greater Palm Springs Tourism Business
Improvement District Assessment Return**

MATTHEW JENNINGS
Treasurer-Tax Collector

Name: _____
Address: _____
City, State, Zip: _____

Reporting Period (Quarterly)	Receipt Number	Date Paid	Amount Paid	Certificate Number

Tax is due immediately following the close of the reporting period shown above. Complete this form and return with remittance in the envelope provided along with any exemption forms (if applicable).

THE TAX RETURN MUST BE FILED EVEN IF NO TAX IS DUE.

1. Gross Rent for Occupancy of Rooms _____
(Gross rents also includes all mandatory charges such as reservation & cleaning fees)
 - a. Rent for Occupancy by Permanent Resident (28 days or more) _____
2. Assessable Rents: Line 1 Minus Line 1a \$ _____
3. **GPSTBID Assessment 1% of Line 2** \$ _____
4. Penalty, if applicable (See No. 3 of Instructions) \$ _____
5. Interest, if applicable (See No. 4 of Instructions) \$ _____
6. Amount Due: Lines 3 to 5 Inclusive \$ _____

I declare, under penalty of perjury, that to the best of my knowledge and belief the statements herein are complete, correct, and true.

SIGNED _____

TITLE _____ DATE _____

INSTRUCTIONS

1. EVEN IF THERE IS NO ASSESSMENT DUE, a return must be filed with the Tax Collector.
2. DELINQUENT DATE: The last day of the month following the close of the reporting period. It is your responsibility to remit payment for rentals occurring on all rental platforms such as, but not limited to: HomeAway, VRBO, HouseTrip or Airbnb.
3. AirBnB / VRBO or any other hosting platform will NOT collect and remit the 1% assessment to the County on your behalf and therefore it is the responsibility of the host to set up their accounts to allow collection of this assessment into your bookings and remit to the County Tax Collector directly.
4. PENALTY: If paid within 30 days after delinquent date, 10% of the amount of the assessment (line 3).
5. INTEREST: In addition to the penalty, 1% per month or fraction thereof on the amount of the assessment (line 3) is assessed within 10 days after the delinquent date of payment.
6. REMITTANCE: Checks should be payable to "Riverside County Treasurer": Checks, drafts, postal notes, and money orders are accepted by the Tax Collector subject to collection and do not constitute payment until cleared. The Tax Collector assumes no responsibility for loss in transit or delay in deposit.
7. RECEIPT: The canceled check becomes the receipt. No receipt will be mailed by the Tax Collector unless a demand for the same is made at the time of payment.
8. ALL RECORDS SUBSTANTIATING THE REASON must be retained by the operator for a period of not less than three years from the date of payment. *At any given time, if deemed necessary, the Treasurer-Tax Collector, may audit your records as per Riverside County Ordinance Number 495 as amended.*
9. CHANGE OF ADDRESS OR OWNERSHIP must be reported immediately to the Tax Collector.
10. UPON CESSATION OF BUSINESS FOR ANY REASON, returns and payments are due immediately to the Tax Collector. The close of business form must also be completed and submitted to the Tax Collector.
11. For allowable deductions, please refer to the Management District Plan as amended.