



# Town of Brooklyn

N5988 County Road A | Green Lake, WI 54941  
 (920) 294-6600 | clerk@tn.brooklyn.wi.gov | www.townofbrooklyn.com

## Hotel/Motel Room Tax Ordinance Reporting Form

Select Reporting Quarter \_\_\_\_\_

Name of Business \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_

Complete All Sections:

1. Gross Receipts	
2. State Sales Tax (5.5%) Included in Line 1	
3. Room Tax (5%) Included in Line 1	
4. Non-taxable Room Receipts Included in Line 1	
<b>5. Totals of Lines 2, 3, and 4</b>	
<b>6. TAXABLE ROOM RECEIPTS (Line 1 minus line 5)</b>	
7. Gross Tax: 5% of Line 6 (.05)	
8. Delinquent Filing Fee	
9. Subtract your fee – (1% of line 7) (.01)	
<b>10. Room Tax Due (Line 7 + Line 8 – Line 9)</b>	

### Non-Taxable Room Receipts

Name of Group	Exempt No.	Amount of Bill
<b>Total exempt (Enter on line 4 above)</b>		

Send this form and payment to:

**Town of Brooklyn**  
**N5988 County Road A**  
**Green Lake, WI 54941**

Payment Due

1<sup>st</sup> Quarter – April 30, 2022  
 2<sup>nd</sup> Quarter – July 31, 2022  
 3<sup>rd</sup> Quarter – October 31, 2022  
 4<sup>th</sup> Quarter – January 31, 2022