

## Lodging Tax Form Instructions

1. Lines 1 and 2 are the only items that need to be filled out on this form. All other fields are set to automatically calculate totals.
2. In line 1 enter in the Gross Sales or the total revenue before any deductions.

Dillon Short-Term Rental Lodging Tax Form		
<b>1</b>	Gross Sales of STR Lodging Services *	5,026.29
<b>2</b>	Subtract Lodging Gross Sales Already Paid Through AirBnB or VRBO ONLY *	0.00
<b>3</b>	<b>Total Taxable STR Lodging Services Revenue</b>	5,026.29
<b>4</b>	<b>Lodging Tax = Line 3 x 6%</b>	301.58
<b>5</b>	<b>Excise Tax = Line 3 x 5%</b>	251.31
<b>6</b>	<b>Total Town Tax = Line 4 + 5</b>	552.89
<b>7a</b>	<b>Penalty</b>	0.00
<b>7b</b>	<b>Interest</b>	0.00
<b>8</b>	<b>Total Due = Line 6 + 7a + 7b</b>	552.89

**Note: in this example the total gross sales totals out to \$5026.29**

3. In line 2, enter in the Gross Sales already filed by Airbnb or VRBO.  
**If rentals are only through Airbnb or VRBO, these numbers will be identical**

Dillon Short-Term Rental Lodging Tax Form		
<b>1</b>	Gross Sales of STR Lodging Services *	5,026.29
<b>2</b>	Subtract Lodging Gross Sales Already Paid Through AirBnB or VRBO ONLY *	5,026.29
<b>3</b>	<b>Total Taxable STR Lodging Services Revenue</b>	0.00
<b>4</b>	<b>Lodging Tax = Line 3 x 6%</b>	0.00
<b>5</b>	<b>Excise Tax = Line 3 x 5%</b>	0.00
<b>6</b>	<b>Total Town Tax = Line 4 + 5</b>	0.00
<b>7a</b>	<b>Penalty</b>	0.00
<b>7b</b>	<b>Interest</b>	0.00
<b>8</b>	<b>Total Due = Line 6 + 7a + 7b</b>	0.00

**If renting through another platform, calculate the gross sales through Airbnb and VRBO and enter the different value in line 2. Note the total due in line 8.**

Dillon Short-Term Rental Lodging Tax Form		
1	Gross Sales of STR Lodging Services *	5,026.29
2	Subtract Lodging Gross Sales Already Paid Through AirBnB or VRBO ONLY *	2,000.00
3	<b>Total Taxable STR Lodging Services Revenue</b>	3,026.29
4	<b>Lodging Tax = Line 3 x 6%</b>	181.58
5	<b>Excise Tax = Line 3 x 5%</b>	151.31
6	<b>Total Town Tax = Line 4 + 5</b>	332.89
7a	<b>Penalty</b>	0.00
7b	<b>Interest</b>	0.00
8	<b>Total Due = Line 6 + 7a + 7b</b>	332.89

4. Enter information into bottom of form and click the orange 'Submit' button

**AFTER SUBMITTING THIS FORM** with the submit button below, ALL FILERS must continue through the shopping cart to obtain a receipt, including Zero Filers.

**Zero Return:** You must complete a zero cost checkout. Submit your form below, moving through the cart to complete the zero transaction.

**Once a form has been properly completed, a receipt will be issued and the form will no longer appear as an open task in the Business Center.**

**I DECLARE, UNDER PENALTY OF PERJURY THAT TO THE BEST OF MY KNOWLEDGE, THE INFORMATION PROVIDED HEREIN IS TRUE, CORRECT, AND COMPLETE.**

NAME (as electronic signature) \*

Title (Owner, Manager, Etc.) \*

Date \*

Kaila B.

Rev Lic Coord

04/10/2025

Save and Return to Business Center

Submit

- Proceed to select the orange 'Payment Method' button. You **must** proceed with these steps even if your total is \$0.00. If your total has an amount due, follow prompts accordingly.

**Cart Items**

**FORM UPDATED – PLEASE CONTINUE WITH CHECKOUT TO FINALIZE TRANSACTION – THIS MUST BE DONE FOR ZERO RETURNS**

STR Lodging Tax <small>(remove)</small>	due	\$ 0.00
Town of Dillon	6/20/25	
<b>Total (US Dollars)</b>		<b>\$ 0.00</b>

**Recalculate Items**

The following forms need to be recalculated  
You have no forms that need to be recalculated.

**Incomplete Items**

All of your pending transactions are in your shoppingcart or are pending.

**Pending Items**

The following forms are pending payment  
All of your pending transactions are in your shoppingcart.

**Completed Items**

The following forms were recently completed  
You have no recently completed transactions.

Back to Business Center

Payment Method

- Select 'Complete Transaction' to finalize the form.

**Payment Method**

---

Zero Cost Checkout

---

You are checking out with no amount due.  
To continue with this process, click the "Complete Transaction" button below.

**Cart Items**

The following forms are in your cart

STR Lodging Tax	due	\$ 0.00
Town of Dillon	06/20/25	
<b>Total</b>		<b>\$0.00</b>

Back to Business Center

Back to Cart

Complete Transaction

- The form is complete and a receipt will populate for records.

**Town of Dillon**  
 Short Term Rentals  
 Account#: [REDACTED]  
 Town of Dillon  
 275 Lake Dillon Dr  
 Dillon, CO, CO 80435

STR Lodging Tax Town of Dillon :: STR Lodging Tax		\$ 0.00
STR Excise Tax Town of Dillon :: STR Excise Tax		\$ 0.00
STR Penalty Town of Dillon :: STR Penalty		\$ 0.00
STR Interest Town of Dillon :: STR Interest		\$ 0.00
<b>Assessment Total</b>		<b>\$ 0.00</b>
PAYMENT- Zero Cost Checkout		\$ 0.00
ONL		\$ 0.00
<b>Payment Total</b>		<b>\$ 0.00</b>

Return to Business Center