

# DAMASCUS

208 WEST LAUREL AVENUE, P.O. BOX 576, DAMASCUS, VA 24236

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## MONTHLY REPORT OF MEALS TAX

DUE BY THE 20<sup>TH</sup> OF EACH MONTH, FOLLOWING THE MONTH BEING REPORTED  
FORM MUST BE FILED EVERY MONTH, EVEN IF ZERO TAXES ARE DUE

TAXES FOR THE MONTH OF \_\_\_\_\_, 20\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

PHYSICAL ADDRESS OF BUSINESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### ON TIME PAYMENTS, SUBMITTED ON OR BEFORE THE 20<sup>TH</sup>, FOLLOWING THE MONTH BEING REPORTED

1. MEALS CHARGES SUBJECT TO TAX: \_\_\_\_\_
2. TAX ON MEALS (7% OF LINE 1): \_\_\_\_\_  
(THIS IS THE TAX DUE)

### LATE PAYMENTS, SUBMITTED AFTER THE 20<sup>TH</sup>, FOLLOWING THE MONTH BEING REPORTED

- A. MEALS CHARGES SUBJECT TO TAX: \_\_\_\_\_
- B. TAX ON LODGING OR MEALS (7% OF LINE 1): \_\_\_\_\_
- C. LATE PAYMENT PENALTY (10% OF LINE 2): \_\_\_\_\_
- D. INTEREST (0.000274 *multiplied by* THE # OF DAYS PAST DUE): \_\_\_\_\_
- E. INTEREST DUE (LINE B *plus* LINE C, *multiplied by* LINE D): \_\_\_\_\_
- F. TOTAL TAX DUE (LINE B *plus* LINE C *plus* LINE E): \_\_\_\_\_

SIGNATURE OF BUSINESS REPRESENTATIVE: \_\_\_\_\_

**PLEASE MAKE CHECK PAYABLE TO: TOWN OF DAMASCUS**  
**PLEASE MAIL CHECK TO: P.O. BOX 576, DAMASCUS, VA 24236**

DATE RECEIVED BY THE TREASURER'S OFFICE: \_\_\_\_\_