

**City of Big Bear Lake**

39707 Big Bear Blvd.  
 P. O. Box 10000  
 Big Bear Lake, Ca 92315-8900  
 Fax (909) 866-5491



# Transient Occupancy Tax Remittance and BBLTBID\* Assessment Form

Remittance form must be signed and returned with payment.

**To be in compliance, this remittance form must be submitted to the City of Big Bear Lake finance department even if there are no reportable receipts or taxes due.**

Reporting Period, Please Select ONE:

To avoid penalties, payment must be postmarked or received by the due date.

- 1<sup>st</sup> Quarter January-March due April 30<sup>th</sup>
- 2<sup>nd</sup> Quarter April-June due July 31<sup>st</sup>
- 3<sup>rd</sup> Quarter July-September due October 31<sup>st</sup>
- 4<sup>th</sup> Quarter October-December due January 31<sup>st</sup>
- Monthly (insert month) \_\_\_\_\_

Business Name: \_\_\_\_\_  
 Business License #: \_\_\_\_\_  
 Customer #: \_\_\_\_\_

**\*Attention: Please remit the full 11%. AirBnb, VRBO, HomeAway, etc. will not remit taxes on your behalf**

<b>Total Gross Receipts</b>	\$ _____
not including taxes (TOT) or assessments (BBLTBID)	
<b>Less Occupancy over 30 Days</b>	\$ _____
<b>Less Uncollected Accounts</b>	\$ _____
<b>Total Gross Receipts</b>	\$ _____
(Gross Receipts – Occupancy Over 30 days – Uncollected Accounts)	
<b>TOT Tax Due (8%)</b>	\$ _____
(Total Gross Receipts x 8%)	
<b>TOT Penalty and Interest</b>	\$ _____
Penalty 10% of Tax Due. Interest accrues at 1% per month on delinquent payments.	
<b>{A} Total Due</b>	\$ _____
(TOT Due + Penalty & Interest)	

<b>Total Gross Receipts</b>	\$ _____
not including taxes (TOT) or assessments (BBLTBID)	
<b>Less Occupancy over 30 Days</b>	\$ _____
<b>Less Uncollected Accounts</b>	\$ _____
<b>Total Gross Receipts</b>	\$ _____
(Gross Receipts – Occupancy Over 30 days – Uncollected Accounts)	
<b>BBLTBID Assessment Due (3%)</b>	\$ _____
(Total Gross Receipts x 3%)	
<b>BBLTBID Penalty and Interest</b>	\$ _____
Penalty 10% of BBLTBID Due. Interest accrues at 1% per month on delinquent payments.	
<b>{B} Total Due</b>	\$ _____
(BBLTBID + Penalty & Interest)	

**TOTAL DUE {A} + {B}** \$ \_\_\_\_\_

As the operator or authorized agent I declare, under penalty of perjury, to the best of my knowledge, that all statements contained within this return are true, correct and complete. All tax remittances are subject to audit by the City of Big Bear Lake up to 3 years after payment is received. Please retain all supporting records associated with these tax remittances.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Contact Phone Number (\_\_\_\_) \_\_\_\_\_

**PAY ONLINE** Click the 'Payment Center' link on the home page of our website, [www.citybigbearlake.com](http://www.citybigbearlake.com). Select Finance Department and Transient Occupancy Tax/BBLTBID, as the item to pay.  
 Please email remittance form to [finance@citybigbearlake.com](mailto:finance@citybigbearlake.com) or fax to (909) 866-5491 when payment is made.

**PAY BY CHECK** Mail form with check payment, made to the City of Big Bear Lake, to our PO Box 10000

\*BBLTBID is the Big Bear Lake Tourism Business Improvement District and is a 3% assessment

For City Use Only		
Receipt #:	Date:	Received by: