

**CITY OF COVINGTON, VIRGINIA**  
**MONTHLY REPORT-LEVY OF TAXES ON LODGING**

Report for the Month of \_\_\_\_\_, 20\_\_\_\_

NAME\_\_\_\_\_

T/A\_\_\_\_\_

ADDRESS\_\_\_\_\_

**TAX ON LODGING**

- |   |          |
|---|----------|
| 1. Gross Receipts from Lodging.....       | \$ _____ |
| 2. Tax Due (6 percent of line 1).....     | \$ _____ |
| 3. Penalties (late filing) 5 percent..... | \$ _____ |
| 4. Interest (6 percent per annum).....    | \$ _____ |
| 5. Total Due.....                         | \$ _____ |

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

**MAIL TO: CATHY M. KIMBERLIN**  
**COMMISSIONER OF THE REVENUE**  
**CITY OF COVINGTON**  
**P O DRAWER 58**  
**COVINGTON VA 24426**

**MAKE ALL CHECKS PAYABLE TO THE CITY TREASURER**

**REPORT DUE ON OR BEFORE THE 20<sup>TH</sup> DAY OF THE FOLLOWING CALENDAR MONTH**  
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**INSTRUCTIONS AND INFORMATION**

1. **Law**-An ordinance of the City of Covington, Virginia effective date July 1, 1985. Sec. 42-113 amended June 9, 2015 effective August 1, 2015.
2. **Levy and Collection**-of taxes on lodging of the Code of Ordinances of the City of Covington, Virginia Sec. 29-130. Tax levied six percent of the total amount paid for lodging by transient (any person who obtained lodging for a period of not more than ninety consecutive days).
3. **Time and Manner of Payment** - This form and remittance must be reported to the Commissioner of the Revenue, Cathy M. Kimberlin – P. O. Drawer 58 – Covington, VA 24426 on or before the 20<sup>th</sup> of the month following the month the taxes are collected.
4. **Penalty and Interest** - of 5 percent and interest at 6 percent per annum shall be added if not paid by the due date.