

TAXPAYER INFORMATION

The Hotel Room Rental Tax is imposed at the rate of 3% of the consideration received by each operator of a hotel within the County from each transaction of renting a room or rooms. The tax is to be collected by the operator of each hotel from each patron who rents a room. Each operator is required to file a tax return and remit the tax collected on or before the tenth (10th) day of the month subsequent to the month in which the tax was collected.

INSTRUCTIONS

1. Tax must be computed on the two lower portions of this bill.
2. If there is no tax due for any given period, a return must be filed indicating this fact by writing NO TAX DUE in item 3.
3. Mail lower portion of this bill ONLY with your check.
4. Make check payable to "**County of Delaware**".
5. Bills may be paid in person at:

Office of the Treasurer

**Courthouse & Government Center Building
201 W. Front Street / Media, PA 19063**

**HOTEL
ROOM RENTAL TAX**

Period: JANUARY 1 – 31, 2025

PAY TAX on or before: FEBRUARY 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC
1. TAXABLE RENTALS						
2. TAX RATE						3%
3. TAX DUE						

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL PERIOD: JANUARY 1-31, 2025
ROOM PAY TAX on or before:
RENTAL FEBRUARY 10, 2025
TAX

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
201 W. FRONT STREET / MEDIA, PA 19063

**IF YOU HAVE CEASED OPERATIONS, PLEASE
GIVE DATE: _____
NAME OF NEW
OWNER:**

I hereby certify that this return has been examined by me and that the information contained herein is true, correct and complete, to the best of any knowledge and belief.

(SIGNATURE) _____
(TITLE) _____ (DATE) _____

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201 W. Front Street / Media, PA 19063

HOTEL ROOM RENTAL TAX

Period: FEBRUARY 1 – 28, 2025

PAY TAX on or before: MARCH 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** FEBRUARY 1-28, 2025
ROOM
RENTAL
TAX
RENTAL
TAX

PAY TAX on or before:
MARCH 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
201 W. FRONT STREET / MEDIA, PA 19063

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**NAME OF NEW
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(TITLE) _____ (DATE) _____

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HOTEL ROOM RENTAL TAX

Period: MARCH 1 – 31, 2025

PAY TAX on or before: APRIL 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

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FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** MARCH 1-31, 2025
ROOM
RENTAL
TAX
NAME: **PAY TAX on or before:**
APRIL 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
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HOTEL ROOM RENTAL TAX

Period: APRIL 1 – 30, 2025

PAY TAX on or before:

MAY 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

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HOTEL **PERIOD:** APRIL 1-30, 2025
ROOM
RENTAL
TAX

PAY TAX on or before:
MAY 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
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(SIGNATURE) _____
(TITLE) _____ (DATE) _____

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HOTEL ROOM RENTAL TAX

Period: MAY 1 – 31, 2025

PAY TAX on or before: JUNE 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

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HOTEL **PERIOD:** MAY 1-31, 2025
ROOM
RENTAL
TAX

PAY TAX on or before:
JUNE 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
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HOTEL ROOM RENTAL TAX

Period: JUNE 1 – 30, 2025

PAY TAX on or before: JULY 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

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HOTEL **PERIOD:** JUNE 1-30, 2025
ROOM
RENTAL **PAY TAX on or before:**
TAX JULY 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
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**NAME OF NEW
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HOTEL ROOM RENTAL TAX

Period: JULY 1 – 31, 2025

PAY TAX on or before: AUGUST 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** JULY 1-31, 2025

ROOM **PAY TAX on or before:**

TAX AUGUST 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
201 W. FRONT STREET / MEDIA, PA 19063

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HOTEL ROOM RENTAL TAX

Period: AUGUST 1 – 31, 2025

PAY TAX on or before:

SEPTEMBER 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** AUGUST 1-31, 2025
ROOM
RENTAL
TAX **PAY TAX on or before:**
SEPTEMBER 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

OFFICE OF THE TREASURER
COURTHOUSE & GOVERNMENT CENTER BUILDING
201 W. FRONT STREET / MEDIA, PA 19063

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HOTEL ROOM RENTAL TAX

Period: SEPTEMBER 1 – 30, 2025

PAY TAX on or before: OCTOBER 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** SEPTEMBER 1-30, 2025
ROOM
RENTAL
TAX

PAY TAX on or before:
OCTOBER 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

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HOTEL ROOM RENTAL TAX

Period: OCTOBER 1 – 31, 2025

PAY TAX on or before:

NOVEMBER 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION

FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** OCTOBER 1-31, 2025
ROOM
RENTAL
TAX

PAY TAX on or before:
NOVEMBER 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

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**NAME OF NEW
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HOTEL ROOM RENTAL TAX

Period: NOVEMBER 1 – 30, 2025

PAY TAX on or before: DECEMBER 10, 2025

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

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HOTEL **PERIOD:** NOVEMBER 1-30, 2025
ROOM
RENTAL
TAX **PAY TAX on or before:**
 DECEMBER 10, 2025

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

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GIVE DATE:** _____
**NAME OF NEW
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(TITLE) _____ (DATE) _____

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HOTEL ROOM RENTAL TAX

Period: DECEMBER 1 – 31, 2025

PAY TAX on or before: JANUARY 10, 2026

According to our records you have failed to file for the tax period(s) indicated below:

TAX YEAR		JAN	FEB	MAR	APR	MAY
JUN	JUL	AUG	SEP	OCT	NOV	DEC

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	

RETAIN THIS PORTION
FOR YOUR RECORDS

▲ DETACH HERE ▲

HOTEL **PERIOD:** DECEMBER 1-31, 2025
ROOM
RENTAL
TAX

PAY TAX on or before:
JANUARY 10, 2026

HOTEL NAME HERE

1. TAXABLE RENTALS	
2. TAX RATE	3%
3. TAX DUE	
4. INTEREST & PENALTY 1.5% PER MONTH	
5. TOTAL DUE	

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GIVE DATE:** _____
**NAME OF NEW
OWNER:** _____

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(SIGNATURE) _____
(TITLE) _____ (DATE) _____