



treasurer@townofthreelakeswi.gov
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PO Box 565, Three Lakes, Wisconsin 54562 (715)546-3316

The Room Accommodations Tax is due and payable on or before the last day of the month following the calendar quarter for which imposed. If you are paying late, there is a **\$100.00 late filing fee if not received by the due dates below.** If you are submitting VRBO or AIRBNB receipts please submit the report from them that shows how much they are paying the Town.

Permit Number: _____

Name of Owner: _____

Trade Name: _____

Address of Premises: _____

Step 1 Gross Room Receipts(you collect) _____
(Excluding state/county sales taxes, VRBO/AIRBNB Etc)

Step 2 VRBO Gross Room Receipts _____

Step 3 AIRBNB Gross Room Receipts _____

Step 4 5.5% Room Tax Due on Step 1
(Only Room Tax you collect) _____

Step 5 Delinquent Filing Fee
(\$100.00) _____

Step 6 Tax Due to the Town of Three Lakes
(Add steps 4, 5, 6 together) _____

Signature of Owner/Authorized Agent Date

Phone number where you can be reached _____

1st Quarter: Due 4/30/2023
2nd Quarter: Due 7/31/2023

3rd Quarter: Due 10/31/2023
4th Quarter: Due 1/31/2024