



SANTA FE COUNTY TREASURER

Lodgers & Short Term Rental

Tax Report



SANTA FE COUNTY

P.O. Box T

Santa Fe, New Mexico 87504

(505) 986-6245

PLEASE NOTE: If you are using a third party platform to facilitate the lodging such as Airbnb, Vrbo, etc..., those platforms are responsible for the collection and reporting of taxes to Santa Fe County.

Please check one

Lodgers

Short Term Rental Owner Occupied

Short Term Rental Non-Owner Occupied

Name of Business / Owner _____

Payee Name _____

Physical Address _____

Mailing Address _____

City _____

State _____

Zip _____

NM Taxation & Revenue CRS Number _____

Check this box if you had zero accommodations for the reporting and Submit

Reporting Period

From _____

Through _____

Column 1	Column 2	Column 3	Column 4	Column 5
Gross rents Received	Rents received not subject to Lodger's Tax	Net rents subject to Lodger's Tax	Tax Rate	Lodger's Tax due this reporting period
Line 1				

Line 2 Penalty for Late Filing (Due on or before the 25th day of the month)

(10% of Tax Due or minimum of \$100.00) **MUST BE ENTERED MANUALLY**

Line 3 Interest For Late Filing (1% per Month) **MUST BE ENTERED MANUALLY**

Line 4 Total Remitted this reporting period

Certification

I hereby certify that the above information reflects an accurate account of the gross receipts collected for the reported period.

Signature _____

Title _____

Date _____

PLEASE submit original with any payment due to the Santa Fe County Treasurer on or before the 25th of the month following the reporting month. **LODGER / STR REPORT MUST BE FILED EVEN IF NO TAX IS DUE.** Vendor must also attach a copy of the monthly CRS Gross Receipts Tax Form.

For Office Use Only

Date Received	Check No.	Date Logged	Audited by	Date Audited	Comments