



Taxes Due on Unit Rentals of Hotels, Motels, Bed-and-Breakfasts, Condominiums & Time-Shares

GENERAL INFORMATION

This tax regulation contains sales tax information for owners and managers of units rented for less than 30 consecutive days. This includes hotels, motels, bed-and-breakfast inns, condominiums, campsites, and time shares of any lodging unit. If you own short-term lodging units, any rental of a unit for less than 30 consecutive days is taxable and you are required to collect and remit sales tax.

If a lodging owner or a management company sells rooms to a travel agency out of the city limits, sales tax is due from the local owner or manager even if the out-of-city travel agency is reselling some or all of the rooms to the user or to another travel agency.

The 30-day rental rule applies to any customer who pays for the room, as long as the customer is not a broker or travel agent who is reimbursed by the occupant. **Example:** If a company rents a room for 30 consecutive days, but four different people from that company stay in the room, each at different times within the 30 days, the room charges are nontaxable because *one entity* rented the room. The City of Loveland Revenue policy is not to restrict the 30-day rental to an individual or the same room, but to 30 consecutive days of paid use by any single payer or customer.

HOW IS THE TAX REMITTED?

City of Loveland sales tax is always due on taxable rentals. You must apply for a sales tax license by completing a "City of Loveland Retail Sales Tax Application." Return forms are available on our website under the forms tab.

Remit the sales taxes you collected to the City of Loveland Sales Tax Division and file the "City of Loveland Sales Tax Return" on a quarterly basis if the collected sales tax is under \$300 monthly, or on a monthly basis if the collected sales tax is \$300 or more each a month. This return is due the 20th of the month following the tax period.

THE ABOVE INFORMATION IS A SUMMARY IN LAYMAN'S TERMS OF THE RELEVANT LOVELAND TAX LAW FOR THIS INDUSTRY OR BUSINESS SEGMENT. IT IS NOT INTENDED FOR LEGAL PURPOSES TO BE SUBSTITUTED FOR THE FULL TEXT OF THE LMTC (LOVELAND MUNICIPAL TAX CODE) AND APPLICABLE RULES AND REGULATIONS.