



TOWN OF BAYVIEW

WASHBURN, WISCONSIN 54891

Town of Bayview Short-Term Rental Quarterly Room Tax Report

Please fill out this form and submit quarterly to: Town of Bayview

Kelly Warren, Treasurer

PO Box 67

Washburn, WI 54891

Please fill out a separate Short-Term Rental Quarterly Room Tax Report for each address. Please file this quarterly return form each quarter regardless of whether or not you have gross receipts.

The complete Accommodations Tax Ordinance (01-01 Revised 11/12/2024) is available on our website townofbayviewwi.gov along with all necessary forms. Please notify the Town of Bayview of any changes in ownership, contact information, and/or management within 2 weeks of change using the Short-Term Rental Permit Application Form.

Rental Property Information

Name of rental property _____

Address of rental property _____

Name of person filing this report (please print) and contact information:

Tax Information

Report for quarter ending (circle one): March 31st June 30th September 30th December 31st

Gross Receipts \$ _____

Gross Tax \$ _____ (6.5 % of gross receipts)

Amount paid directly to Town \$ _____ (enclose check payable to Town of Bayview)

Amount Town can expect to receive from 3rd party payer \$ _____

Name of 3rd party payer _____

You are responsible for contacting your 3rd party payer and ensuring that they are submitting checks to the Town of Bayview, NOT to the City of Washburn. Because the Town of Bayview address is Washburn, some checks are being sent to the City instead of the Town. It is YOUR responsibility to make sure checks are being sent to the Town of Bayview.

Signature of Owner or Property Manager _____ Date _____

This quarterly return is due before 30 days after the last day of the calendar quarter in which the tax was collected.