

**City of Miami Surcharge Remittance Report
City Ordinance 12563**

PROPERTY NUMBER

BUSINESS TAX RECEIPT #

CERTIFICATE OF USE #

PARKING FACILITY LOCATION: ** Provide in order to post properly.**

Return for the month and year of:

Please exclude sales tax and surcharge from all amounts

PAYMENT TYPE	MONTHLY NET REVENUE
Daily (Visitor/Transient)	\$
Lease (Monthly)	\$
Validation	\$
Event	\$
Meter/Coin	\$
Other ()	\$
Total	\$

SURCHARGE COLLECTIONS DUE:	
(A) Total Net Revenue Collected:	\$
(B) Surcharge Due: [(A) x .15 = tax due]	\$
(C) Penalty [(B) x .10]	\$
(D) Interest [(B) x .01 x # of months late]	\$
(E) Total Penalty and Interest: [(C) + (D)]	\$
Total to be paid with this return (B) + (E)	\$

REMITTER'S NAME AND MAILING ADDRESS:

A non-sufficient funds fee will be assessed if a check is returned from bank for any reason.

Make checks payable to: **City of Miami
PO Box 862634
Orlando, FL 32886-2634**

Please indicate month for penalty & interest if different than current payment _____

I declare that this declaration has been examined by me and to the best of my knowledge and belief is a true, correct and complete declaration.

Signature of surcharge payer or agent _____ Print Name _____

() _____
Telephone Number _____ Date _____

If you have any questions please call (305) 571-1951. Copies of this form & Surcharge Regulations are available at www.MiamiSurcharge.com

CITY OF MIAMI PARKING SURCHARGE REMITTANCE REPORT

City Ordinance 12563

GENERAL FILING INSTRUCTIONS

For Assistance call (305) 571-1951

1. The City imposes a tax upon each parking transaction by a patron of a nonresidential parking place
2. The tax is imposed at the rate stated in the City of Miami Ordinance 12563.
3. No operator shall begin or continue to conduct the operation of a nonresidential parking place without registering with the City's Finance Department and obtaining a business tax receipt and a certificate of use for each facility.
4. Remittance of the parking surcharge to the City and acceptance of the parking surcharge by the City does not waive the operators and/or owners' requirements to maintain compliance with the City's zoning and code enforcement requirements
5. Each operator shall maintain complete and accurate records of all transactions, of the total amount of consideration received from all transactions, and the amount of tax collected on the basis of such consideration in accordance with record retention regulations required by the Florida Sales Tax Regulations.
6. Operators shall collect the surcharge imposed by the ordinance and shall be liable to the City of Miami as agent thereof for payment to the City Finance Department.
7. Each operator, on forms prescribed by the City Manager, shall file by the **twentieth of each month**, a return for the preceding month disclosing information as required.
8. Gross Revenues shall mean any and all revenue exchange or otherwise, to be determined according to generally accepted accounting principles, derived directly or indirectly from or in connection with parking operation of the parking facility excluding Florida State sales tax, but including the entire amount compensation in whatever form

THIS RETURN MUST BE FILED WITH THE FINANCE DEPARTMENT, CITY OF MIAMI, ON/OR BEFORE THE DATE INDICATED WITH REMITTANCE IN FULL FOR THE AMOUNT OF SURCHARGE TO AVOID IMPOSITION OF PENALTIES AND INTEREST. FAILURE TO FILE IN A COMPLETE AND TIMELY FASHION MAY RESULT IN LEGAL ACTION BY THE CITY ATTORNEY'S OFFICE.

A NON-SUFFICIENT FUNDS FEE WILL BE ASSESSED FOR ANY CHECK RETURNED FROM BANK FOR ANY REASON.