



WALTON COUNTY TOURIST DEVELOPMENT TAX

31 Coastal Centre Blvd.

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Santa Rosa Beach, FL 32459

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SOUTH WALTON TAX RETURN

LINE BY LINE INSTRUCTIONS

1. **Gross Rentals:** Enter the total of all rental revenues (both taxable and exempt) *REGARDLESS OF THE PLATFORM USED TO BOOK THE STAY(S)** excluding the actual tax amounts collected. This rental revenue total must also include all required, nonrefundable fees such as cleaning fees, pet fees, resort fees, amenities fees, etc.
2. **Exempt Rentals:** Enter the total sum of any exempt rentals. This field would only be used in the event that a renter provided a valid Florida sales tax exempt certificate as evidence of their tax exempt status & paid with funds from that tax-exempt entity's bank account or credit card. (*Note: Please retain documentation of any tax exempt stay including a copy of the valid certificate provided.*)
3. **Taxable Amount:** Gross Rentals (1) minus Exempt Rentals (2).
4. **Tax Collected:** Multiply Taxable Amount (3) by 0.05 to arrive at the total amount of tax collected at the current South Walton (SW) TDT rate of 5% to enter into this field.
5. **Penalty:** This field should only be used if the return is delinquent—
 - Enter the \$50 minimum or 10% of Tax Collected (4), whichever is greater.
 - Delinquent zero returns (\$0 in Gross Rentals (1)) are subject to the \$50 minimum penalty.
6. **Interest:** This field should only be used if the return is delinquent—
 - Multiply the current interest rate by Tax Collected (4) times # of days delinquent.
 - Interest rates are set by the FL Dept. of Revenue (DOR) and are subject to change every 6 months. The current interest rate can be found at the following link:
https://floridarevenue.com/taxes/taxesfees/Pages/tax_interest_rates.aspx
7. **Adjustments:** Enter any adjustments such as credit balances or fees. Be sure to circle the + or - on Line 7 to indicate the type of adjustment being filed/claimed.
8. **Amount Due:** Line 4 plus Lines 5 & 6 plus/minus Line 7 equals Line 8.

Walton County Clerk of Courts & County Comptroller			SW TAX RATE: 5.0%
1. GROSS RENTALS	2. EXEMPT RENTALS	3. TAXABLE AMOUNT	4. TAX COLLECTED
Make check payable to: Walton Co. Clerk of Court Mail return & payment to: Walton Co. Clerk of Court & Co. Comptroller Attn: Tourist Development Tax 31 Coastal Centre Blvd., Suite 500 Santa Rosa Beach, FL 32459		5. + PENALTY	
		6. + INTEREST	
		7. +/- ADJUSTMENTS	
		8. AMOUNT DUE	

ACCOUNT NAME (PLEASE PRINT)

ACCOUNT NUMBER (REQUIRED)

SIGNATURE

DATE TAX RETURN PERIOD (REQUIRED)

*No platforms remit funds to our office on behalf of their users. Please include all platform revenues in calculation.