

Village of Godfrey
Hotel / Motel / Short-Term Rental Tax Form



All local tax fees for hotel / motel / short-term rental use are due to the Village of Godfrey either monthly or, in the case of more limited occupancy, quarterly. We do not require copies of registry; however, you may be asked to make this information available to our Building and Zoning Department. For questions or assistance with state tax fees, please contact the Illinois Comptroller's office at 800-877-8078.

1. Establishment name:	
2. Tax period:	
3. Room receipts for reporting period:	
4. Less receipts for permanent guests:	
5. Adjusted receipts: (Item #3 minus Item #4)	
6. Village tax due: (3% of Item #5 Due within 30 days of reporting period	
7. Add penalty, if delinquent: (1% per month of Item #6)	
8. TOTAL TAX OWED VILLAGE OF GODFREY:	
9. Owner or authorized agent signature:	

Please return this form along with a check made payable to the Village of Godfrey in the amount from Item 8 above, to the following address:

Village of Godfrey
6810 Godfrey Rd., P.O. Box 5067
Godfrey, IL 62035