

SLEEPING BEAR DUNES VISITORS BUREAU

ASSESSMENT REMITTANCE FORM

Name of Business: _____

For the Month Ending: _____

Total taxable room charges imposed: \$ _____

Assessment at 5% enclosed: \$ _____

Must be paid within 30 days after the end of each calendar month.

Please make checks payable to: **Sleeping Bear Dunes Visitors Bureau**

Direct deposit to: Account: 01182371339
Huntington Bank
10210 Front Street
Empire, MI 49630

Please mail copies of monthly report and quarterly State Tax Verification Form to:

Angie Kopriva
Baird, Cotter & Bishop, P.C.
134 W. Harris St.
Cadillac, MI 49601

Excerpt from Public Act 59 State of Michigan

Sec. 5 (1) Upon the effective date of an assessment each owner of a transient facility in the assessment district shall be liable for payment of the assessment computed using the percentage set forth in the marketing program notice. The assessment shall be paid by the owner of each transient facility to the bureau within 30 days after the end of each calendar month and shall be accompanied by a statement of room charges imposed with respect to the transient facility for that month. This act shall not prohibit a transient facility from reimbursing itself by adding the assessment imposed pursuant to this act to room charges payable by transient guests provided the transient facility discloses that it has done so on any bill presented to the transient guest.

(2) Within 30 days after the close of each calendar quarter each owner within the assessment district shall forward to the independent certified public accountant who audits the financial statements of the bureau copies of its state use tax returns for the preceding quarter. These copies of the state use tax returns shall be used solely by the certified public accountant to verify and audit the owner's payment of the assessments and shall not be disclosed to the bureau except as necessary to enforce the act.

(3) Interest shall be paid by the owner to the bureau on any assessment not paid within the time called for under this act and shall accrue at the rate of 1.5% per month. Owners delinquent for more than 90 days in paying assessments in addition to the 1.5% interest penalty shall pay a delinquency charge of 1.5% per month or fraction of a month on the amount of the delinquent assessments. The bureau may sue in its own name to collect the assessments, interest and delinquency charges.