

Instructions for Rental Vehicle Tax Return Form

1. Use the County/Municipality Rental Vehicle Return to report the 1 ½% County Rental Vehicle tax, and where applicable the 1 ½% Municipality Rental Vehicle tax. Make a duplicate copy and retain it as part of your records.
2. A return shall be filed monthly on or before the fifteenth (15th) day of each month for all taxes due for the preceding calendar month. The taxes due shall be remitted with the monthly return or additional charges will be incurred. Remittance should be made by check or money order made payable to: {County or Municipality Revenue Office Address}. DO NOT SEND CASH OR STAMPS. If you do not owe any tax for a month, you should file a report showing "No Tax Due" on Line 8. A return filed with the County or Municipal Revenue Department under this Ordinance is not public record as defined by Section 132-1 of the N. C. General Statute and may not be disclosed except as required by law.
3. Returns must be received in the County/Municipal Office or postmarked by the U.S. Postal Service or overnight carrier, by the fifteenth (15th) day of the month. Any person, firm, corporation or association which willfully attempts in any manner to evade the Rental Vehicle Tax or to file a return, and who willfully fails to pay such tax or file such return, shall, in addition to the penalties imposed, be guilty of a misdemeanor, and shall be punished by a fine not to exceed \$1,000.00 or imprisonment not to exceed 6 months, or by both.
4. If the information regarding your trade name and address printed on the reports is incorrect, please show the changes on the name/address change page enclosed with your reports and return it to us so that we can make the necessary corrections. If the ownership of the business changes, a new registration is required. The new owner may secure an application for registration from the County/Municipality Revenue Office. If you discontinue business operations or sell your business, please complete the out of business notification page and file it with your final Rental Vehicle Tax Return.

RETURN CHECK PENALTIES: N.C. General Statute 105-357 states: "The penalty for giving in payment of taxes a check that is returned because of insufficient funds or nonexistence of an account of the drawer is 10% of the amount of the check".

Line 1: Gross Retail Receipts – Enter the total amount of receipts, for the applicable vehicles, for the month excluding all taxes.

Line 2: County Gross Receipts Tax – Multiply Line 1 by a rate of 1 ½% to compute the tax due.

Line 3: Inside City Limits – List City and – Multiply Line 1 by a rate of 1 ½% to compute the tax due.

Line 4: Total Rental Vehicle Tax Due – Add Line 2 and Line 3.

Line 5: Add Penalty if filed after due date – If the report is filed after the due date, add penalty of 5% per month of the tax due shown on Line 4 for each month, or fraction thereof, the report is delinquent. The maximum penalty for late filing is 25% of the Tax Due but in no case is the penalty less than \$5.00. If the tax is not paid when due, an additional penalty of 10% of the Tax Due will be added but in no case will the penalty for failure to pay be less than \$5.00.

Line 6: Total Due – Add Line 4 and Line 5.

Line 7: Additional Balance Owing or (Credit) Due – If you receive a notice from our office during the month indicating you have a balance or credit on your account, enter that figure on this line.

Line 8: Total Remitted – Total Tax Due from Line 6 plus any balance due or less any credit due. Make your check or money order payable for this amount.

If you need assistance please do not hesitate to contact the County/Municipality Revenue office at (919)560-0300.