

**ILEMELA MUNICIPAL COUNCIL  
REGISTRATION FORM FOR HOTEL LEVY**

Registration Number: \_\_\_\_\_

Registration Date: \_\_\_\_\_

Est. Monthly levy Amount: \_\_\_\_\_

VAT Registration:      VAT Registered  
                                   Non VAT Registered

**Contacts:**

Ward: \_\_\_\_\_

Mtaa: \_\_\_\_\_

Location: \_\_\_\_\_

House No: \_\_\_\_\_

Plot No: \_\_\_\_\_

Block No: \_\_\_\_\_

Name of Hotel/Guest House: \_\_\_\_\_

**Owner Particular:**

Owner Name: (Andika Majina Matatu) \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

TIN: \_\_\_\_\_

**MONTHLY OCCUPANCY RETURN**

From \_\_\_\_\_ Return for the month of \_\_\_\_\_ 201\_\_\_\_\_

Type of rooms	Total room occupancy for the month	Total amount of charges for the month	Remarks
<input type="checkbox"/> Single			
<input type="checkbox"/> Doubles			
<input type="checkbox"/> Triples			
<input type="checkbox"/> Suites			
<input type="checkbox"/> Other			
Total			

3. Total charges for the month Shs. \_\_\_\_\_

Rate applicable \_\_\_\_\_

Amount of levy due Shs. \_\_\_\_\_

4. Together with this return please find cash in the sum of \*/cheque No..... for Shs.....

I certify that the particulars contained herein are true and that the amount of levy due has been calculated in accordance with the provisions of the Hotel levy Act, 1972.

Date ..... Signed (by Owner).....

\*Delete whichever is not applicable

**FOR OFFICIAL USE ONLY**

Date Received .....

Return checked by .....

Remarks .....

Exchequer Receipt Voucher

Date.....

No .....

Signed .....