

City of Lindale, TX  
MuniServices, LLC – as administering agent  
PO Box 830725  
Birmingham, AL 35283-0725



September 2, 2015

MuniServices Account #: \_\_\_\_\_

Dear Business Owner / Tax Manager:

**\*\*IMPORTANT HOTEL OCCUPANCY TAX INFORMATION FOR THE CITY OF LINDALE, TX\*\***

The City of Lindale, TX has chosen MuniServices, LLC as a partner to assist the City's staff in the collection of the Hotel Occupancy Tax. Businesses will begin filing their Hotel Occupancy tax returns and remitting tax payments to MuniServices on behalf of the City of Lindale beginning with the October 2015 tax period. (Month ending October 31st with taxes due on or before November 20th) **Please note that all businesses will be required to begin remitting their returns on a monthly basis instead of the previous method of quarterly filing.**

Paperless filing will be available at [www.salestaxonline.com](http://www.salestaxonline.com) for the City of Lindale beginning November 1<sup>st</sup>. For your convenience, we have enclosed a customized remittance form from MuniServices, LLC. This form should be completed and remitted along with your tax payments each month beginning with the October 2015 tax period, if you chose not to file online. You may make copies as needed. Downloadable forms are also available at [www.revds.com](http://www.revds.com).

**Please note that all payments and correspondence for the City of Lindale Hotel Occupancy Tax must be sent to the MuniServices address listed below effective November 1st.** Failure to use the MuniServices, LLC forms may result in an unnecessary delinquency notification. Please review the customized form upon receipt and contact our office immediately if any changes to your account information need to be made. This will ensure timely receipt of your payment and avoid any misguided notifications. **As a reminder, Hotel Occupancy Tax is due on or before the 20th of the month.**

Please update your accounting system and/or notify your business' tax preparer to mail all Hotel Occupancy Tax remittances and correspondence for the City of Lindale to the following address effective tax period October 2015:

**MuniServices, LLC • P.O. Box 830725 • Birmingham, AL 35283-0725**  
**Toll Free Phone (866) 240-3665 • Fax (205) 423-4099**  
**Email: [support@muniservices.com](mailto:support@muniservices.com) • Website: [www.revds.com](http://www.revds.com)**

We are excited to have the opportunity to serve the City of Lindale's business community. We are committed to making this transition as seamless as possible and hope that you will work with us in this endeavor.

If you have questions or perhaps require additional information, please contact Taxpayer Support via email at [support@muniservices.com](mailto:support@muniservices.com) or at (866) 240-3665 Monday - Friday 7:30 am - 4:30 pm CST. Thank you.

Sincerely,  
MuniServices, LLC  
Client and Taxpayer Support

**City of Lindale, TX**  
Office Location:  
105 Ballard Drive • Lindale, TX 75771  
Phone: (903) 882-3422  
Mailing Address:  
All Tax Returns and Tax Payments to be Mailed to:  
MuniServices, LLC

**MuniServices, LLC**  
Remittance Address:  
PO Box 830725  
Birmingham, AL 35283-0725  
Phone: (866) 240-3665  
Toll Free Monday – Friday 7:30 a.m. – 4:30 p.m. CST  
Fax: (205) 423-4099  
Email: [support@muniservices.com](mailto:support@muniservices.com)