

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



Dear Business Owner / Tax Manager:

*****INFORMATION REGARDING HOTEL OCCUPANCY TAX REPORTING CHANGES*****
*****DO NOT DISREGARD*****

The City of South Padre Island recently amended Chapter 17, Sec. 17-14 of the Code of Ordinances of the City of South Padre Island with Ordinance No.13-16. Please see the below changes for hotel occupancy tax which are **effective October tax period due November 15, 2013.**

Section 17-14: If the person who is required to pay the tax imposed by Article II of Chapter 17 fails to collect such tax, file a report, or does not pay the tax when it is due, the person is liable to the municipality for the interest, which begins to accrue after the due date at twelve percent per annum, from that day to the date of payment. If the tax has been delinquent for at least one complete municipal fiscal quarter, the person is liable to the municipality for a penalty equal to fifteen percent of the total tax owed, plus all interest accrued.”

For your convenience, we have enclosed three customized remittance tax forms which reflect the interest and penalty changes.

Please update your accounting system and/or notify your business' tax preparer of the above changes that are **effective October tax period due November 15, 2013.**

For all other questions regarding Hotel Occupancy Tax, please contact MuniServices Taxpayer Support at **(866) 240-3665 Monday - Friday 7:30 am - 4:30 pm CST.** You may also contact us via email at support@muniservices.com. Thank you.

Sincerely,
MuniServices, LLC Client and Taxpayer Support

Office Location:
City of South Padre Island
4501 Padre Boulevard
South Padre Island, TX 78597
Phone: (956)761-8308

Remittance Address:
MuniServices, LLC
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