



## Accommodation tax registration for 20

in accordance with Section 7 (3) of the accommodation tax status as amended.

### Details of the accommodation provider

|                                |                        |
|--------------------------------|------------------------|
| Name of accommodation facility |                        |
| Street and house number        | Zip code and city      |
| Type of accommodation facility | Accommodation ID       |
| Foundation of the facility     | Maximum number of beds |

### Details of the operator of the accommodation facility (taxpayer)

|                         |                   |
|-------------------------|-------------------|
| Name                    | First name        |
| Street and house number | Zip code and city |
| Telephone (by day)      | Mail              |

You will be notified of the subject of the contract (reason for payment) by the tax office after receipt of the initial application.

**Please only pay once you have been informed of the subject matter of the contract.**

|                                |
|--------------------------------|
| Subject matter of the contract |
| <b>5-2271-00</b>               |

### Tax declaration for

|                                       |   |
|---------------------------------------|---|
| <input type="checkbox"/> I. Quarter   | <input type="checkbox"/> first-time registration of a quarter |
| <input type="checkbox"/> II. Quarter  | <input type="checkbox"/> corrected registration of a quarter  |
| <input type="checkbox"/> III. Quarter |   |
| <input type="checkbox"/> IV. Quarter  |   |

According to § 7 Para. 3 of the above-mentioned statutes, the tax declaration must be submitted to the state capital Düsseldorf by the 15th day after the end of a quarter using the officially prescribed form.

The tax declaration must be duly completed and signed by the taxpayer or their authorised representative.

### Calculation of the accommodation tax

|   |   |   |
|---|---|---|
| Number of taxable overnight stay                                    | Tax rate<br>§ section 3 (2) of the accommodation tax statutes |   |
| Number of overnight stays to cover the basic need for accommodation | Tax rate<br>§ section 3 (2) of the accommodation tax statutes | <b>Accommodation tax to be paid (tax burden)<br/>EURO</b> |

### Overnight stays not subject to tax

|          |   |  |
|----------|---|--|
| <b>1</b> | Number of overnight stays for class trips, school trips, vocational colleges and youth trips including accompanying persons |  |
| <b>2</b> | Number of overnight stays by minors (in addition to number 1)   |  |
| <b>3</b> | Number of overnight stays from the 22nd overnight stay  |  |

### Assurance of correctness

I declare that the information provided in this tax declaration is true and correct to the best of my knowledge and belief. I have taken note of all further information.

|             |                      |
|-------------|----------------------|
| Date, place | Signature (taxpayer) |
|-------------|----------------------|

### Due date of the tax

The tax must be paid to Stadtparkasse Düsseldorf by the 30th day after the end of a calendar quarter (30 April, 30 July, 30 October, 30 January), stating the subject of the contract.

### Bank details Landeshauptstadt Düsseldorf

Stadtparkasse Düsseldorf IBAN: DE61 3005 0110 0010 0004 95, BIC: DUSSEDDXXX

### Information on legal remedies

An objection may be lodged within one month against the tax assessment made with this tax declaration. The objection must be lodged with the Lord Mayor of the City of Düsseldorf, Tax Office, Düsseldorf.

### Notes:

The objection must be lodged in writing with the Lord Mayor of the City of Düsseldorf, Steueramt, 40200 Düsseldorf or for recording with the Lord Mayor of the City of Düsseldorf, Steueramt, Aachener Straße 21, 40223 Düsseldorf. To meet the deadline, you can also use the night letterbox in the administration building of the state capital Düsseldorf, Willi-Becker-Allee 6-8, 40227 Düsseldorf (at the back of the main railway station). It is permissible to lodge an objection in electronic form. The lodging of an objection by simple email is not permitted. When using the electronic form, special technical conditions must be observed, which are listed in the following link to the "General conditions for electronic communication with the City of Düsseldorf" General conditions for electronic communication - City of Düsseldorf (duesseldorf.de). The submission of this tax return to the City of Düsseldorf is equivalent to a tax assessment subject to review within the meaning of §§ 164, 168 of the German Fiscal Code (AO) in conjunction with § 12 of the North Rhine-Westphalia Municipal Tax Act (Kommunalabgabengesetz). § Section 12 of the North Rhine-Westphalia Municipal Tax Act (KAG NRW). Please note that no separate tax assessment notice and no further request for payment will be issued in this respect.

If you submit a change request after submitting the tax return, you have the option of changing the previous tax assessment in accordance with Section 164 (2) AO. In these cases, a separate tax assessment will be issued.

## Notes on data protection

Your personal data will be processed below on the basis of either a legal basis or your consent. These bases are listed in Article 6(1) of the EU General Data Protection Regulation (GDPR). Processing is permitted by law if it serves the fulfilment of the tasks of the state capital Düsseldorf; then either the general data protection law from Article 6 (1) GDPR in conjunction with Section 3 Data Protection Act NRW (DSG NRW) or a sector-specific legal provision is the basis. For the accommodation tax, the personal data requested with the registration refers to Section 7 of the NRW Municipal Code, Sections 3, 12 of the NRW Municipal Tax Act in conjunction with the statutes on the levying of an accommodation tax in the state capital of Düsseldorf (accommodation tax statutes) in the respective valid version and Section 93 of the Fiscal Code. They are required to fulfil the tasks of the tax office of the City of Düsseldorf in accordance with the aforementioned provisions. In addition, your consent is also a valid basis for data processing.

Data will be deleted as soon as it is no longer required to fulfil the purpose for which it was collected. Your data will be stored or otherwise processed by the Tax Office of the City of Düsseldorf within the framework of the legal requirements, generally for a period of ten years after all processes relating to the tax procedure have been completed.

The detailed general data protection declaration in accordance with the EU General Data Protection Regulation (GDPR) for the website "duesseldorf.de" can be found at "<https://www.duesseldorf.de/>" at the bottom of the homepage under the "Data protection" button.

Information on the tax-specific data protection of the tax office of the state capital Düsseldorf can be found in the data protection declaration on the website of the tax office "<https://www.duesseldorf.de/steueramt.html>" under the button "Information on data protection" or can be obtained from the accommodation tax department of the tax office of the state capital Düsseldorf.