

AGENDA

FOX CITIES AREA ROOM TAX COMMISSION

December 20, 2021

3:00 p.m.

**Fox Cities Convention & Visitors Bureau
213 S. Nicolet Road, Grand Chute**

1. Call to order	Mike Easker
2. Roll call of membership	Mike Easker
3. Approval of September 20, 2021 Meeting Minutes – (ACTION)	Mike Easker
4. Financial Report – (ACTION) a. Status of Room Tax Collections b. Outstanding Room Taxes	Pam Seidl/Kim Tisler
5. CVB Report	Pam Seidl
6. Unfinished Business	Pam Seidl
7. New Business a. Request from Expedia to use our existing form vs. WI DOR form b. March 2022 meeting date	Mike Easker
8. Adjournment	Mike Easker

Upcoming meeting dates. Location

- December 20, 2021 – Fox Cities Convention & Visitors Bureau
- March 21, 2022 **(CHANGE?)** - Fox Cities Convention & Visitors Bureau
- June 20, 2022– Fox Cities Convention & Visitors Bureau

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES WILL BE MADE UPON REQUEST AND IF FEASIBLE.

**FOX CITIES ROOM TAX COMMISSION
MEETING MINUTES**

DATE: September 20, 2021

TIME: 3:02 p.m.

PLACE: Fox Cities Exhibition Center

PRESENT: Thomas Wilde, Jim March, Bob Benz, Dani Block (virtual), Dave Kittle, Deb Johnson, Mike Easker, George Dearborn, Tony Saucerman, Karen Harkness, Cindy Evers

ABSENT: Jeff Ings, Chuck Gifford, Jennifer Sassman, Brad Gehring, Jim Gunz, William Van Rossum, Barbara Rein

STAFF: Pam Seidl, Kim Tisler

- I. **CALL TO ORDER:** Mr. Easker called the meeting to order at 3:02pm.
- II. **ROLL CALL of MEMBERSHIP:** Ms. Tisler conducted a roll call of those in attendance.
- III. **MINUTES:** Minutes of the June 2021 were included in the June meeting packet. **Mr. Benz moved approval of the June minutes as presented. Second by Ms. Johnson. Motion carried.**
- IV. **FINANCIAL REPORT:** Ms. Seidl provided an overview of the August 2021 financial report, and gave an update on the status of 2nd quarter 2021 room tax collections. A summary of 2016-2021 collections was included in the meeting packet.

2nd quarter 2021 room tax is outstanding from two City of Appleton and one City of Kaukauna lodging properties.

Mr. Benz moved approval of the February financial report as presented. Second by Ms. Harkness. Motion carried.

- V. **CVB REPORT:** Ms. Seidl reported that sports and leisure markets continue to lead the post-Covid recovery, but large conventions and business travel are not returning as strong as was originally projected. Commission members were given a handout entitled Fox Cities Hotel Room Revenue and Occupancy: Trend 2016 to Present. The document charts reflected the Fox Cities room revenue and hotel occupancy trend data for this time period, with the data reflecting the post-Covid recovery and return of tourism to the Fox Cities.

VI. UNFINISHED BUSINESS:

- a. Ms. Seidl continues her outreach efforts with municipal leaders and administrators who represent communities that are not part of the Tourism Zone.

VII. NEW BUSINESS:

- a. 2021 Wisconsin Act 55: Beginning October 1, 2021, all third-party marketplace providers making sales in a municipality that imposes a municipal room tax must send Form RT-200 and their quarterly room tax directly to the municipality in which their property is located. Ms. Seidl is communicating with Associated Trust regarding this new requirement. It was suggested that a form letter be created and communicated with area municipalities and the marketplace providers as well.

VIII. ADJOURNMENT: Ms. Harkness moved for adjournment. Second by Mr. Saucerman. Motion carried.

Next meeting date: Monday, December 20, 2021 at 3 p.m. Ms. Seidl will reach out closer to the meeting date to confirm member availability for attendance at this meeting.

**Future 2022 meeting dates: March 21, 2022
June 20, 2022**

Fox Cities Room Tax Commission
Balance Sheet
November 30, 2021

	Current Year	Prior Year
ASSETS		
Current Assets		
Cash		
BLC Fox Cities Rm Tax Comm	23,133.50	23,133.50
Total Cash	23,133.50	23,133.50
Total Current Assets	23,133.50	23,133.50
Other Assets		
	0.00	0.00
Total Other Assets	0.00	0.00
<hr/>		
TOTAL ASSETS	\$ 23,133.50	\$ 23,133.50
 LIABILITIES AND CAPITAL		
Current Liabilities		
	\$ 0.00	\$ 0.00
Total Current Liabilities	0.00	0.00
Long-term Liabilities		
BLC Fox Cities Rm Tax Comm	23,133.50	23,133.50
Total Liabilities	23,133.50	23,133.50
Capital		
Net Income	0.00	0.00
TOTAL LIABILITIES & CAPITAL	\$ 23,133.50	\$ 23,133.50

Fox Cities Room Tax Commission

2021 Room Tax Receipts Reporting

2021 Hotel/Motel Room Tax Generated - 1st Quarter

	Appleton	Grand Chute	Kaukauna	Kimberly	Little Chute	City Menasha	Vlg Fox Crossing	City Neenah	TwN Neenah	Sherwood	Total
Room Revenue for Quarter	\$ 1,551,330.60	\$ 4,453,761.80	\$ 68,892.20	\$ 449,720.90	\$ 324,787.60	\$ 27,518.20	\$ 154,094.50	\$ 850,116.00	\$ 9,119.20		\$ 7,889,341.00
Room tax receipts for quarter	\$ 155,133.06	\$ 445,376.18	\$ 6,889.22	\$ 44,972.09	\$ 32,478.76	\$ 2,751.82	\$ 11,522.52	\$ 85,011.60	\$ 911.92	\$ -	\$ 788,934.10
CVB Allocation	\$ 44,212.92	\$ 126,932.21	\$ 1,963.43	\$ 12,817.05	\$ 9,256.45	\$ 784.27	\$ 4,391.69	\$ 24,228.31	\$ 259.90	\$ -	\$ 224,846.22
Exhibition Center allocation	\$ 46,539.92	\$ 133,612.85	\$ 2,066.77	\$ 13,491.63	\$ 9,743.63	\$ 825.55	\$ 4,622.84	\$ 25,503.48	\$ 273.58	\$ -	\$ 236,680.23
Sports Facilities allocation	\$ 46,539.92	\$ 133,612.85	\$ 2,066.77	\$ 13,491.63	\$ 9,743.63	\$ 825.55	\$ 4,622.84	\$ 25,503.48	\$ 273.58	\$ -	\$ 236,680.23
Municipality allocation	\$ 17,840.30	\$ 51,218.26	\$ 792.26	\$ 5,171.79	\$ 3,735.06	\$ 316.46	\$ 1,772.09	\$ 9,776.33	\$ 104.87	\$ -	\$ 90,727.42

CVB allocation	\$ 224,846.22
Exhibition Center allocation	\$ 236,680.23
Sports Facilities allocation	\$ 236,680.23
Total Amount retained by Municipality	\$ 90,727.42
Total	\$ 788,934.10

****1st quarter 2021 room tax is outstanding from (1) City of Appleton and (1) City of Kaukauna lodging property.**

Additional funds received in 1st Quarter:

	Appleton	Grand Chute	Kaukauna	Kimberly	Little Chute	City Menasha	Vlg Fox Crossing	City Neenah	TwN Neenah	TwN Clayton
1stQ 2021										\$ 1,442.22
4thQ 2020	\$ 16,799.21	\$ 5,803.03	\$ 4,618.46							
3rdQ 2020			\$ 5,036.43							

2021 Municipal Room Tax Generated Summarized by Quarter

2021	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
CVB allocation	\$ 224,846.22	\$ 369,065.40	\$ 561,240.52		\$ 1,155,152.14
Exhibition Center allocation	\$ 236,680.23	\$ 388,489.90	\$ 590,779.49		\$ 1,215,949.62
Sports Facilities allocation	\$ 236,680.23	\$ 388,489.90	\$ 590,779.49		\$ 1,215,949.62
Municipality allocation	\$ 90,727.42	\$ 148,921.13	\$ 226,465.47		\$ 466,114.02
Total	\$ 788,934.10	\$ 1,294,966.32	\$ 1,969,264.98	\$ -	\$ 4,053,165.40

Member Contributions

	2016 per			
	#members	date paid	member fee	total
Appleton	3	10.24.16	\$ 300.00	\$ 900.00
Grand Chute	3	11.04.16	\$ 300.00	\$ 900.00
Kaukauna	1	02.28.17	\$ 300.00	\$ 300.00
Kimberly	2	10.17.16	\$ 300.00	\$ 600.00
Little Chute	1	10.25.16	\$ 300.00	\$ 300.00
City Menasha	1	10.24.16	\$ 300.00	\$ 300.00
Vlg Fox Crossing	1	10.31.16	\$ 300.00	\$ 300.00
City of Neenah	2	12.19.16	\$ 300.00	\$ 600.00
Town Neenah	1	11.02.16	\$ 300.00	\$ 300.00
Vlg Sherwood	1	10.31.16	\$ 300.00	\$ 300.00
				\$ 4,800.00

	2017 per			
	#members	date paid	member fee	total
Appleton	3	2.28.17	\$ 300.00	\$ 900.00
Grand Chute	3	3.06.17	\$ 300.00	\$ 900.00
Kaukauna	1	2.28.17	\$ 300.00	\$ 300.00
Kimberly	2	2.20.17	\$ 300.00	\$ 600.00
Little Chute	1	7.6.17	\$ 300.00	\$ 300.00
City Menasha	1	6.7.17	\$ 300.00	\$ 300.00
Vlg Fox Crossing	1	2.13.17	\$ 300.00	\$ 300.00
City of Neenah	2	6.7.17	\$ 300.00	\$ 600.00
Town Neenah	1	1.10.17	\$ 300.00	\$ 300.00
Vlg Sherwood	1	2.28.17	\$ 300.00	\$ 300.00
				\$ 4,800.00

\$ 9,600.00

Herrling Clark Law 3.24.17 (2,079.00)
 Invoice 33801-01M **\$ 7,521.00**

BLC Bank check payment transfer \$ (7,520.00)
 Balance Acct 1192928 at 12.21.17 **\$ 1.00**

Herrling Clark Law 12.21.17 \$ 9,137.50
 Invoice 44611-00M \$ (7,520.00)
\$ 1,617.50

Herrling Clark Law \$ 250.00
 Invoice 44611-00M 3.29.18 \$ 1,867.50 **Balance due**

1stQ2018 PAC rm tax held by Assoc Trust Deposit**
 5.22.18 \$ 25,000.00
 Herrling Clark payment 5.30.18 \$ (1,867.50)
\$ 1.00 Previous account balance
\$ 23,133.50

** \$25,000 is Room Tax Commission allotment of post bond closing remainder of PAC room tax revenue May 22, 2018.

Room Tax Generated Historical Summary

	1st Quarter 2016	2nd Quarter 2016	3rd Quarter 2016	4th Quarter 2016	Total 2016	1st Quarter 2017	2nd Quarter 2017	3rd Quarter 2017	4th Quarter 2017
Net CVB									
allocation	\$ 326,922.01	\$ 393,617.24	\$ 520,032.13	\$ 407,835.22	\$ 1,648,406.60	\$ 312,557.31	\$ 401,474.39	\$ 513,386.33	\$ 377,824.44
Exhibition									
Center									
allocation	\$ 344,128.43	\$ 414,333.94	\$ 547,402.25	\$ 429,300.23	\$ 1,735,164.85	\$ 329,007.70	\$ 422,604.61	\$ 540,406.66	\$ 397,709.94
Sports									
Facilities									
allocation	\$ 114,709.49	\$ 138,111.31	\$ 182,467.42	\$ 143,100.08	\$ 578,388.30	\$ 109,669.23	\$ 140,868.20	\$ 180,135.55	\$ 132,569.98
PAC									
allocation									
(remitted									
to									
Associated	\$ 229,418.95	\$ 276,222.62	\$ 364,934.83	\$ 286,200.15	\$ 1,156,776.55	\$ 219,338.47	\$ 281,736.41	\$ 360,271.11	\$ 265,139.96
Total									
Amount									
retained by									
Municipalit									
y	\$ 131,915.90	\$ 158,828.01	\$ 209,837.53	\$ 164,565.09	\$ 665,146.53	\$ 126,119.62	\$ 161,998.43	\$ 207,155.89	\$ 152,455.48
Total	\$ 1,147,094.78	\$ 1,381,113.12	\$ 1,824,674.16	\$ 1,431,000.77	\$ 5,783,882.83	\$ 1,096,692.33	\$ 1,408,682.04	\$ 1,801,355.54	\$ 1,325,699.80

Room Tax Generated Historical Summary

Total 2017	1st Quarter 2018	2nd Quarter 2018	3rd Quarter 2018	4th Quarter 2018	Total 2018	1st Quarter 2019	2nd Quarter 2019	3rd Quarter 2019	4th Quarter 2019	Total 2019
\$ 1,605,242.47	\$ 347,378.36	\$ 423,004.62	\$ 550,355.53	\$ 391,875.50	\$ 1,712,614.01	\$ 343,192.10	\$ 444,343.97	\$ 628,072.58	\$ 424,873.12	\$ 1,840,481.77
\$ 1,689,728.91	\$ 365,682.68	\$ 445,268.03	\$ 579,321.61	\$ 412,500.53	\$ 1,802,772.85	\$ 361,254.84	\$ 467,730.50	\$ 661,129.03	\$ 447,234.86	\$ 1,937,349.23
\$ 563,242.96	\$ 121,887.14	\$ 445,268.03	\$ 579,321.61	\$ 412,500.53	\$ 1,558,977.31	\$ 361,254.84	\$ 467,730.50	\$ 661,129.03	\$ 447,234.86	\$ 1,937,349.23
\$ 1,126,485.95	\$ 243,774.29	\$ -	\$ -	\$ -	\$ 243,774.29	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 647,729.42	\$ 140,170.22	\$ 170,686.08	\$ 222,073.28	\$ 158,125.20	\$ 691,054.78	\$ 138,481.02	\$ 179,296.69	\$ 253,432.79	\$ 171,440.03	\$ 742,650.53
\$ 5,632,429.71	\$ 1,218,892.69	\$ 1,484,226.76	\$ 1,931,072.03	\$ 1,375,001.76	\$ 6,009,193.24	\$ 1,204,182.80	\$ 1,559,101.66	\$ 2,203,763.43	\$ 1,490,782.87	\$ 6,457,830.76

Room Tax Generated Historical Summary

1st Quarter 2020	2nd Quarter 2020	3rd Quarter 2020	4th Quarter 2020	Total 2020	1st Quarter 2021	2nd Quarter 2021	3rd Quarter 2021	4th Quarter 2021	Total 2021	Total 2016-2021 Collections
\$ 317,175.80	\$ 108,696.20	\$ 224,840.14	\$ 171,036.33	\$ 821,748.47	\$ 224,846.22	\$ 369,065.40	\$ 561,240.52	\$ -	\$ 1,155,152.14	\$ 8,783,645.46
\$ 333,869.26	\$ 114,417.05	\$ 236,673.83	\$ 180,038.24	\$ 864,998.38	\$ 236,680.23	\$ 388,489.90	\$ 590,779.49	\$ -	\$ 1,215,949.62	\$ 9,245,963.84
\$ 333,869.26	\$ 114,417.05	\$ 236,673.83	\$ 180,038.24	\$ 864,998.38	\$ 236,680.23	\$ 388,489.90	\$ 590,779.49	\$ -	\$ 1,215,949.62	\$ 6,718,905.80
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,527,036.79
\$ 127,983.22	\$ 43,859.87	\$ 90,724.97	\$ 69,014.66	\$ 331,582.72	\$ 90,727.42	\$ 148,921.13	\$ 226,465.47	\$ -	\$ 466,114.02	\$ 3,544,278.00
\$ 1,112,897.54	\$ 381,390.17	\$ 788,912.77	\$ 600,127.47	\$ 2,883,327.95	\$ 788,934.10	\$ 1,294,966.32	\$ 1,969,264.98	\$ -	\$ 4,053,165.40	\$ 30,819,829.89

2021 Third Party Lodging Room Tax

	1stQ2021	2ndQ2021	3rdQ2021	4thQ2021	Total 2021
City Appleton 2021					
Reported Room Revenue	\$ 242,426.40	\$ 498,493.10	\$ 596,783.20	\$ -	\$ 1,337,702.70
Home Away	\$ 1,260.85	\$ 3,892.45	\$ 15,332.96	\$ -	\$ 20,486.26
Air B&B	\$ 22,981.79	\$ 45,956.86	\$ 44,345.36	\$ -	\$ 113,284.01
10% total collection	\$ 24,242.64	\$ 49,849.31	\$ 59,678.32	\$ -	\$ 133,770.27
Town Grand Chute 2021					
Reported Room Revenue	\$ 12,930.10	\$ 45,261.10	\$ 76,812.90	\$ -	\$ 135,004.10
Air B&B	\$ 1,293.01	\$ 4,526.11	\$ 5,029.36	\$ -	\$ 10,848.48
Home Away	\$ -	\$ -	\$ 2,651.93	\$ -	\$ 2,651.93
10% total collection	\$ 1,293.01	\$ 4,526.11	\$ 7,681.29	\$ -	\$ 13,500.41
City of Neenah 2021					
Reported Room Revenue	\$ 5,894.00	\$ 49,485.70	\$ 39,892.70	\$ -	\$ 95,272.40
Home Away	\$ 14.00	\$ 227.90	\$ 3,073.12	\$ -	\$ 3,315.02
Air B&B	\$ 589.40	\$ 4,948.57	\$ 3,989.27	\$ -	\$ 9,527.24
10% total collection	\$ 589.40	\$ 4,948.57	\$ 3,989.27	\$ -	\$ 9,527.24
City Kaukauna 2021					
Reported Room Revenue	\$ 12,837.70	\$ 33,270.80	\$ 46,330.30	\$ -	\$ 92,438.80
Home Away	\$ -	\$ -	\$ 22.00	\$ -	\$ 22.00
Air B&B	\$ 1,283.77	\$ 3,327.08	\$ 4,611.03	\$ -	\$ 9,221.88
10% total collection	\$ 1,283.77	\$ 3,327.08	\$ 4,633.03	\$ -	\$ 9,243.88
Village Kimberly 2021					
Reported Room Revenue	\$ 3,195.50	\$ 6,809.40	\$ 4,028.30	\$ -	\$ 14,033.20
Air B&B	\$ 319.55	\$ 680.94	\$ 402.83	\$ -	\$ 1,403.32
10% total collection	\$ 319.55	\$ 680.94	\$ 402.83	\$ -	\$ 1,403.32
Village Little Chute 2021					
Reported Room Revenue	\$ 11,280.90	\$ 45,666.30	\$ 53,590.40	\$ -	\$ 110,537.60
Air B&B	\$ 613.89	\$ 1,863.73	\$ 1,922.43	\$ -	\$ 4,400.05
Home Away	\$ 514.20	\$ 2,702.90	\$ 3,436.61	\$ -	\$ 6,653.71
10% total collection	\$ 1,128.09	\$ 4,566.63	\$ 5,359.04	\$ -	\$ 11,053.76
Town Neenah 2021					
Reported Room Revenue	\$ 9,119.20	\$ 23,739.10	\$ 77,303.40	\$ -	\$ 110,161.70
Air B&B	\$ -	\$ 897.42	\$ 215.16	\$ -	\$ 1,112.58
Home Away	\$ 779.40	\$ 1,257.40	\$ 6,722.40	\$ -	\$ 8,759.20
1747 Cnty A	\$ 132.52	\$ 219.09	\$ 792.78	\$ -	\$ 1,144.39
10% total collection	\$ 911.92	\$ 2,373.91	\$ 7,730.34	\$ -	\$ 11,016.17
Village Fox Crossing 2021					
Reported Room Revenue	\$ 2,364.00	\$ 12,574.00	\$ 56,094.30	\$ -	\$ 71,032.30
Brighton Rd	\$ -	\$ -	\$ 69.75	\$ -	\$ 69.75
Home Away	\$ 236.40	\$ 1,257.40	\$ 5,539.68	\$ -	\$ 7,033.48
10% total collection	\$ 236.40	\$ 1,257.40	\$ 5,609.43	\$ -	\$ 7,103.23
City Menasha 2021					
Reported Room Revenue	\$ 27,518.20	\$ 27,875.50	\$ -	\$ -	\$ 55,393.70
Air BnB	\$ 2,481.86	\$ 1,985.54	\$ 2,524.87	\$ -	\$ 6,992.27
Banti House	\$ -	\$ -	\$ -	\$ -	\$ -
Giles House	\$ -	\$ -	\$ -	\$ -	\$ -
Lakeside Retreat	\$ 269.96	\$ 802.01	\$ 621.41	\$ -	\$ 1,693.38
Home Away	\$ -	\$ -	\$ 121.90	\$ -	\$ 121.90
10% total collection	\$ 2,751.82	\$ 2,787.55	\$ 3,268.18	\$ -	\$ 8,807.55
Village Sherwood 2021					
Reported Room Revenue	\$ -	\$ -	\$ 1,673.20	\$ -	\$ 1,673.20
Home Away	\$ -	\$ -	\$ 167.32	\$ -	\$ 167.32
10% total collection	\$ -	\$ -	\$ 167.32	\$ -	\$ 167.32
2021 Reported Room Revenue	\$ 327,566.00	\$ 743,175.00	\$ 952,508.70	\$ -	\$ 2,023,249.70
2021 Room Tax Receipts	\$ 32,756.60	\$ 74,317.50	\$ 98,519.05	\$ -	\$ 205,593.15
2021 CVB Allocation	\$ 9,335.63	\$ 21,180.49	\$ 27,146.50	\$ -	\$ 57,662.62
2021 Exhibition Cntr Allocation	\$ 9,826.98	\$ 22,295.25	\$ 28,575.26	\$ -	\$ 60,697.49
2021 Sports Facilities Allocation	\$ 9,826.98	\$ 22,295.25	\$ 28,575.26	\$ -	\$ 60,697.49
2021 Municipality Allocation	\$ 3,767.01	\$ 8,546.51	\$ 10,953.85	\$ -	\$ 23,267.37
AirBnB	\$ 29,563.27	\$ 64,186.25	\$ 63,040.31	\$ -	\$ 156,789.83
Banti House	\$ -	\$ -	\$ -	\$ -	\$ -
HomeAway	\$ 2,790.85	\$ 9,110.15	\$ 33,972.80	\$ -	\$ 45,873.80
Giles House	\$ -	\$ -	\$ -	\$ -	\$ -
1764 Brighton Rd	\$ -	\$ -	\$ 69.75	\$ -	\$ 69.75
Lakeside Retreat	\$ 269.96	\$ 802.01	\$ 621.41	\$ -	\$ 1,693.38
1747 Cnty A	\$ 132.52	\$ 219.09	\$ 792.78	\$ -	\$ 1,144.39
Total	\$ 32,756.60	\$ 74,317.50	\$ 98,497.05	\$ -	\$ 205,571.15

Expedia Group - Fox Cities Area Room Commission

1 message

Kevin Wilson <kevwilson@expediagroup.com>

Mon, Nov 1, 2021 at 4:26 PM

To: Pam Seidl <pseidl@foxcities.org>

Cc: Rob Fisher <rfisher@expediagroup.com>, Nick Aleksovski <naleksovski@homeaway.com>

Hello Pam,

It was a pleasure to speak with you on Friday regarding our reporting and remitting of the hotel and motel transient room tax for the Fox Cities municipalities. This e-mail message will confirm our mutual understanding of how the tax will be reported and remitted pursuant to the 2021 Wisconsin SB 198/ Act 55. The Expedia Group and the Fox Cities Area Room Tax Commission elect to continue filing returns as described below instead of reporting gross sales and tax on a quarterly basis using the Wisconsin DOR Form RT-200F and remitted directly to each municipality.

The Expedia Group will continue to file Short-Term Lodging Marketplace Hotel and Motel Transient Room Tax Returns with the Fox Cities Area Room Tax Commission. The combined returns will cover the ten municipalities that are included in the Fox Cities Area Room Tax Commission's jurisdiction. The returns will be filed by HomeAway.com, Inc. which reports our Vrbo transactions and by Expedia, Inc. which reports the transactions for our online travel companies. Each return will include Schedule A which identifies the gross room receipts and tax for each Fox Cities municipality. The tax will be remitted to the fiscal agent, Associated Trust Company. The filing frequency will remain as quarterly with payments made in January, April, July and October for the prior quarter. Sample previously filed returns are attached to this e-mail.

Please confirm your agreement to this filing methodology by replying to the e-mail. If you have any questions or need additional information, please let me know.

Best regards,

Kevin



Kevin D. Wilson

Senior Manager, US Indirect Tax

Mobile: (619) 885-5580 | kevwilson@expediagroup.com

1111 Expedia Group Way W | Seattle, WA 98119

www.expediagroup.com

2 attachments

WI Fox Cities 092021.pdf
187K

WI_HomeAwaycomInc_134251_202109_USWIFOXCITIESCOMBINED_RPDF.pdf
139K

RE: [External] Re: Expedia Group - Fox Cities Area Room Commission

1 message

Kevin Wilson <kevwilson@expediagroup.com>
To: Pam Seidl <pseidl@foxcities.org>
Cc: Rob Fisher <rfisher@expediagroup.com>, Nick Aleksovski <naleksovski@homeaway.com>

Mon, Nov 15, 2021 at 11:06 AM

Hello Pam,

Thank you for the update. We will move to quarterly filing with the current form unless we hear from you with other instructions.

Best regards,

Kevin

From: Pam Seidl <pseidl@foxcities.org>
Sent: Monday, November 15, 2021 8:56 AM
To: Kevin Wilson <kevwilson@expediagroup.com>
Cc: Rob Fisher <rfisher@expediagroup.com>; Nick Aleksovski <naleksovski@homeaway.com>
Subject: [External] Re: Expedia Group - Fox Cities Area Room Commission

Hi Kevin,

I have discussed with several of our municipalities and while, in general, they have no concern with continued use of the current form, they did note that the WI DOR MAY have a concern and not allow this given the new state statute. They just don't want to run into any issues with the DOR (or have you run into those issues). I will confirm final approval once they have done some checking. I don't foresee any issues, they just want to do their due diligence.

Pam

Pam Seidl
Executive Director
Fox Cities Convention & Visitors Bureau
213 S. Nicolet Rd., Appleton, WI 54914
920.734.3358 | 800.236.6338 | foxcities.org

We Have MOVED! Please note our new address (above) and update your records.

On Mon, Nov 1, 2021 at 4:26 PM Kevin Wilson <kevwilson@expediagroup.com> wrote:

| Hello Pam,

It was a pleasure to speak with you on Friday regarding our reporting and remitting of the hotel and motel transient room tax for the Fox Cities municipalities. This e-mail message will confirm our mutual understanding of how the tax will be reported and remitted pursuant to the 2021 Wisconsin SB 198/ Act 55. The Expedia Group and the Fox Cities Area Room Tax Commission elect to continue filing returns as described below instead of reporting gross sales and tax on a quarterly basis using the Wisconsin DOR Form RT-200F and remitted directly to each municipality.

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Please confirm your agreement to this filing methodology by replying to the e-mail. If you have any questions or need additional information, please let me know.

Best regards,

Kevin



Kevin D. Wilson

Senior Manager, US Indirect Tax

Mobile: (619) 885-5580 | kevwilson@expediagroup.com

1111 Expedia Group Way W | Seattle, WA 98119

www.expediagroup.com

Marketplace Provider Municipal Room Tax Return

(Marketplace providers must file this return with each Wisconsin municipality that imposes municipal room tax)

[sec. 66.0615\(1r\), Wis. Stats.](#)

This is the uniform municipal room tax return for use by marketplace providers. Contact the municipality for information on how to file the return and pay.

Marketplace provider name	FEIN
Marketplace provider's address	

Municipality
Mailing address

Period	Period ending	Year
--------	---------------	------

- | | |
|---|-----------|
| 1. Number of nights properties rented | 1. _____ |
| 2. Total sales | 2. _____ |
| 3. Exempt sales | 3. _____ |
| 4. Taxable sales (line 2 - line 3) | 4. _____ |
| 5. Room tax rate | 5. _____ |
| 6. Room tax due | 6. _____ |
| 7. Credits | 7. _____ |
| 8. Penalties and fees | 8. _____ |
| 9. Interest | 9. _____ |
| 10. Total due | 10. _____ |

Contact name	Signature
Phone () -	Email

Instructions

A marketplace provider that facilitates short-term lodging on behalf of others must complete all fields of this return if the property from which the lodging is furnished is located in a Wisconsin municipality that imposes municipal room tax. See the list of municipalities that impose a municipal room tax, their tax rate, and addresses at <https://www.revenue.wi.gov/Pages/slf/room-tax.aspx>.

“Marketplace provider” includes a person who facilitates a retail sale of short-term lodging on behalf of another seller by listing or advertising, in any manner, the short-term lodging and who, directly or indirectly, processes the payment from the purchaser.

- Line 1. Nights rented.** Enter total number of nights properties located in the municipality were rented.
- Line 2. Total sales.** Enter total sales for properties located in the municipality. Include sales which are exempt from tax.
- Line 3. Exempt sales.** Enter total of sales exempt from tax. This includes nontaxable sales and sales for which you received an exemption certificate, Certificate of Exempt Status number, or other documentation as outlined in the appendix of WI [DOR Pub 219](#).
- Line 4. Taxable sales.** Subtract line 3 from line 2.
- Line 5. Room tax rate.** Enter the appropriate room tax rate. See [Municipal Room Tax](#).
- Line 6. Room tax due.** Multiply line 4 by the room tax rate.
- Line 7. Credits.** Enter any credits or discounts allowed by the municipality against room tax due.
- Line 8. Penalties and fees.** Enter any penalty or fees imposed by the municipality.
- Line 9. Interest.** Interest is due at the rate of 1 percent per month of the unpaid balance.
- Line 10. Total due.** Subtract line 7 from line 6 and add lines 8 and 9, if applicable. Enter total due. Send payment and completed return to the municipality.

Fox Cities Area Room Tax Com

Short-Term Lodging Marketplace

Effective 1/1/2020, an entity that provides a platform through which others offer to rent for consideration from the occupant for the rental, must register with the Wisconsin Department of Revenue, obtain a license with the department, collect applicable Wisconsin municipal room taxes from the occupant, and remit the taxes to the appropriate municipality.

PART I - Lodging Marketplace Information

Quarter Ending

Marketplace Name _____

PART II - Room Tax Information

Municipality	Permit Number [If Issued]	Gross Room Receipts for Quarter	Exempt Receipts
City of Appleton			
City of Kaukauna			
City of Neenah			
City of Menasha			
Sherwood			
Town of Neenah			
Town of Grand Chute			
Village of Fox Crossing			
Village of Kimberly			
Village of Little Chute			
Total		0	0

Commission

Schedule A

at short-term residential lodging and collects
ment of Revenue for a lodging marketplace
ne occupant, and forward to the municipality.

March 31

Year

2020

Taxable Room Receipts	Tax Rate	Tax Due
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0	10%	0.00
0		0.00

To Line 3