

TOWN OF PLUM LAKE

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April 15, 2014

IMPORTANT CORRECTION TO FORMS DISTRIBUTED FOR ROOM TAX REPORTING

It has been brought to my attention that an error was made on the Forms A-1 that I distributed for room tax reporting. Ordinance 2013ORD-001, the Room Tax Ordinance for the Town of Plum Lake, clearly states that the information for each quarter must be reported **by the 15th day of April, July, October and January**. The forms are incorrect and state that the due date for the payments is the 30th of the month. Please make a manual correction to your remaining forms A-1 so that it shows the due date as the 15th instead of the 30th.

All future payments for the room tax will be due to the Town of Plum Lake ON OR BEFORE THE 15TH DAY OF APRIL, JULY, OCTOBER AND JANUARY

I apologize for the mistake and thank you in advance for your help in correcting the error.

I will make manual corrections to any future forms that are sent out.

If you did not get a copy of the Ordinance and would like one, let me know and I would be happy to send you one. Please contact me if you have any questions:

townofplumlake@gmail.com

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Cell: 715-892-7049

Sharon Brooker, Clerk/Treasurer