



Box 61, Wautoma, WI 54982  
www.wausharatourism.com

#### Board Representatives

TBA	Bloomfield, Town of
William Van Dongen	Dakota, Town of
Mary Adams	Marion, Town of
TBA	Mt. Morris, town of
TBA	Oasis, Town of
Joe Farago	Plainfield, Town of
Mark VandeCastle, DDC	Rose, town of
Kevin Theimer	Saxeville, Town of
Helena Waala	Wautoma, City of
Robert Van	Wautoma, Town of
Kent Barnard	Wild Rose, Village of
Jane Pfaller-Silvercryst	Lodging Industry
TBA	Lodging Industry

Welcome to Waushara County as a licensed lodging facility. If the facility is located in one of the municipalities listed in the letterhead, please be aware of the room tax requirement for the facility.

In 2006, municipalities in Waushara County enacted a room tax ordinance and created the Waushara Tourism Resource Commission (WTRC) to promote Waushara County as a tourism destination. The primary focus of the room tax program is to increase overnight stays in Waushara County lodging facilities. (more information <http://wausharatourism.com/about-the-wtrc/>)

At present, 11 municipalities have an active room tax program: Towns of Bloomfield, Dakota, Marion, Mount Morris, Oasis, Rose, Saxeville, and Wautoma; Villages of Plainfield and Wild Rose; and City of Wautoma. Each municipality appoints a representative (from their District) to the WTRC.

The 4% room tax is applied to overnight stays within the municipality. The licensed lodging facility owner is responsible for collecting the tax and reporting, and sending, collections to the municipality treasurer quarterly. The municipality sends 75% of the tax collected to the WTRC and retains 25% for its use. (Reporting forms and municipality addresses are found at <http://wausharatourism.com/forms>). Lodging facilities use the "Lodging to Municipality" form to report collections and pay the tax to the municipality. If the lodging facility has no guests in a quarter, it should still report to the municipality treasurer using the form. (The room tax ordinance is a municipal law and the municipality serves as the collection authority with a number of enforcement options, including fines and property liens.)

For further inquires contact your municipality treasurer (addresses found on the "Lodging to Municipality" form) or contact the WTRC at <http://wausharatourism.com/contact/>.

Thank you

Waushara Tourism Resource Commission

