



**MEDIA CONTACT:**

Kala McCain, Public Information Officer  
O: (409) 797-3546 | C: (409) 692-6514  
rhoadeskal@cityofgalveston.org

This press release is also located under the  
News heading at [www.cityofgalveston.org](http://www.cityofgalveston.org).

**FOR IMMEDIATE RELEASE**

**Galveston HOT Tax & Short Term Rental Forms Now Available Online**

*Park Board Authorized to Process HOT Tax Payments & STR Registrations*

GALVESTON, TX (February 18, 2015) – On February 12<sup>th</sup>, Galveston City Council passed Ordinance No. 15-012 authorizing the Galveston Park Board of Trustees to be the responsible party for the receipt of Hotel Occupancy Tax (HOT) payments and Short Term Rental (STR) registrations. The HOT Tax and STR registration forms are now available online at [www.galvestonparkboard.org/hot-tax](http://www.galvestonparkboard.org/hot-tax). Currently owners may download the applicable form, complete and save the form with a *different file name*, and email the completed form directly to the HOT Tax representative at [HotTax@GalvestonParkBoard.org](mailto:HotTax@GalvestonParkBoard.org). If payment is required, you may include the check number, amount, and date you intend to mail in payment in the body of the email. The Park Board is working to provide credit card and ACH payments online – as soon as this service is available, a link will be provided. *All* payments should be mailed to:

**Galveston Park Board – HOT Tax  
601 Tremont (23<sup>rd</sup> Street)  
Galveston, TX 77550**

Per City ordinance, STR properties on the HOT Tax roles as of December 31<sup>st</sup>, 2014 *do not pay* a registration fee. For those STR properties *not on the HOT Tax roles* as of December 31<sup>st</sup>, 2014, a *new registration fee* of \$50 is due *per property*. There is no annual registration fee after the initial registration has been completed.

Please note ***all payments and registrations*** should be sent directly to the Galveston Park Board of Trustees. All payments are due by the 10<sup>th</sup> of the month following the month of rental activity and monthly reports must be filed whether or not there was any rental activity. Failure to comply with the registration and/or payment requirements can result in a \$500 per day fine up to a maximum penalty of \$2,000.

Please contact Kay Terry with the Galveston Park Board of Trustees by email at [HotTax@GalvestonParkBoard.org](mailto:HotTax@GalvestonParkBoard.org) or by phone at (409) 797-5132 for more information.

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