

The Jekyll Island - State Park Authority  
 Annual or Quarterly Percentage Rent Report Form

**\* May only be used for "Long Term" rental.**

**\* DO NOT USE FOR VACATION RENTAL PROPERTY**

Rental License # \_\_\_\_\_

Month	Gross Revenue	%	Percentage rent due	
January		3%		Quarter 1 * Due April 15th. Include only months January, February & March.
February		3%		
March		3%		
April		3%		Quarter 2 * Due July 15th. Include only months April, May & June.
May		3%		
June		3%		
July		3%		Quarter 3 * Due October 15th. Include only months July, August & September.
August		3%		
September		3%		
October		3%		Quarter 4 * Due January 15th. Include only months October, November & December.
November		3%		
December		3%		

If you are filing this report annually, fill out all lines January through December and file no later than January 15th of the following year.

Total		3%	
-------	--	----	--

Address of Property rented: \_\_\_\_\_

Name of Person Filing Report: \_\_\_\_\_

Phone number \_\_\_\_\_

I certify this statement has been examined by me and is true, correct and complete

\_\_\_\_\_  
 Authorized Signature (REQUIRED) Date

Percentage rent is due and payable on or before the 15th day of the calendar month immediately following the reporting period.

Payments received after the 15th are subject to a late charge of one point five percent (1.5%) for each month in the reporting period.

(annual percentage of 18%) will be added based on rent due.

**If you have a rental license this form must be submitted even if no percentage rent is due. Thank you.**

**SUBMIT FORM WITH PAYMENT TO:**

**Jekyll Island Authority; ATTN: Accounts Receivable  
 100 James Road  
 Jekyll Island, GA 31527**