

## **Cook County Hotel Accommodations Tax Ordinance (Chapter 74, Article XXI)**

An ordinance providing for the imposition of a tax on the use of any hotel accommodations in Cook County.

## **FAQs**

### **How is permanent residence defined?**

Pursuant to Hotel Accommodations Tax Regulation 2016-1, a person is considered to be staying in a “permanent residence” when he/she occupies or has the right to occupy any room or rooms, regardless of whether or not it is the same room or rooms, in a place considered a hotel accommodation for at least 30 consecutive days. Corporate housing is not considered a permanent residence unless the same occupant stays in the dwelling unit for at least 30 consecutive days. Corporate housing is defined as a dwelling unit owned or leased by a business entity that is available for rent or for hire for transient occupancy, solely by the business entity’s officers, employees, family members of the officers or employees, consultants, vendors or contractors.

### **Are meeting rooms and other rooms that can be rented exempt from the hotel accommodations tax?**

No. Rentals of any rooms, including meeting rooms, in the hotel are subject to hotel accommodations tax.

### **Are rewards stays subject to the hotel accommodations tax?**

The portion of a hotel stay paid for by points/rewards is not taxable. Any remaining amount due is taxable. For example, if a 1-night stay is covered entirely by points/rewards, that stay is not taxable. Alternatively, if a room is \$200.00 and after points/rewards have been applied, the remaining amount due is \$75.00, tax is only imposed on the remaining \$75.00.

### **How are cancellations and no-shows treated?**

For cancellations and no-shows, any portion of the amount charged for the hotel room stay that is retained by the hotel is taxable. Any separately charged cancellation or no-show fee is not taxable. If a hotel operator has already remitted hotel accommodations tax on a stay where some amount is refunded to the patron due to a cancellation, the hotel operator may apply for a refund.

### **What government entities are exempt from paying the tax?**

Only Federal government agencies, consulates, and foreign diplomats are exempt from hotel accommodations tax. State and local governments must pay this tax.

### **If I am a reseller of hotel accommodations, what do I need to know?**

For resellers of hotel accommodations, the hotel accommodations tax applies to any markup from the original price paid for the accommodations.

**If I am an Airbnb host, what do I need to know?**

If you offer your residence as an accommodation through Airbnb or another such facilitator, make sure they are registered with the Cook County Department of Revenue. If they are registered, they should collect the hotel accommodations tax on rentals of your accommodation and remit it to the Cook County Department of Revenue.

If you independently offer your residence as an accommodation, you must register with the Department and collect and remit taxes accordingly. You must also possess a General Business License. Click [here](#) for further information.

**How is do I get set up to remit Hotel Accommodations Tax?**

Your business must first be registered with the Cook County Department of Revenue. For more information and to register, click [here](#). Once you are registered, you will receive the information necessary to set up an online portal profile on our Taxpayer Portal. Through your online portal profile, you can file monthly tax returns, remit tax due, and contact the Department with any questions you may have.

**Who can I contact if my question is not listed here?**

If you have any questions, please contact the Department during business hours Monday through Friday from 8:30 a.m. to 4:30 p.m. at (312) 603-6870. You may also send your questions to the Department via email to [revenuecompliance@cookcountyil.gov](mailto:revenuecompliance@cookcountyil.gov).