

Municipal Tax Online Filings & Payments

To make your local taxes and payments easier, the Village of Fox Lake has partnered with [Localgov](#). This service facilitates secure and convenient online tax filings and payments. Now you can submit, pay, and manage your tax filings from the comfort of your home or business, save time, and avoid late fees.

The following Village of Fox Lake forms are now available to submit on Localgov:

- Hotel & Motel Room Rental Tax Form (Quarterly)
- Places for Eating Tax Form (Monthly, Quarterly)

Localgov offers taxpayers in our community significant advantages, such as:

- Automatic calculation of taxes and fees owed.
- Secure processing that keeps your data safe.
- Multiple payment options, including ACH/EFT drafts, credit and debit card payments.
- Payments can be made when you have time—not only during government hours.
- No need for paper forms, envelopes, checks, or stamps.
- Help is available when you need it.

Helpful Resources to Get Started:

- **Set up your online account here:** <https://tax.localgov.org/login>. It takes just a few minutes to get started, set up payments, and get current with your taxes. If you have any questions or need assistance, please contact Localgov Customer Service at (877) 842-3037 or service@localgov.org.
- **Schedule a training with Localgov Customer Service** and we'll walk you through how to submit your first filing: <https://www.localgov.org/training>
- **Bookmark the Localgov Help Center:** service.localgov.org/knowledge
- **Need help submitting your forms on Localgov?** Click on the links below to access some helpful resources.
 - [How do I submit a form on Localgov?](#)
 - [Where do I find the form I need to submit on Localgov?](#)
 - [How do I make a payment on Localgov?](#)
 - [How do I create a Localgov account?](#)
 - [How do I log into Localgov?](#)

How to File Your Taxes on Localgov

First, add your business into your Localgov portal:

1. Sign into your Localgov account: <https://tax.localgov.org/>
2. Go to the “My Businesses” page.
3. Click the button “Add a Business.”
4. Search for the **Village of Fox Lake, IL**.
5. Search for your business by address or business name.
6. Select your business and click the button “Add Business.”
7. You will be redirected back to the Businesses list page.
8. To view your business details and required forms, click the magnifying glass icon next to your business name.

Next, proceed to submit your tax filing on Localgov:

1. Sign into your Localgov account: <https://tax.localgov.org/>
2. Go to the “Submit Forms” page.
3. Search for the **Village of Fox Lake, IL**.
4. Select the tax form you are required to file. If you select the wrong form, you will receive an error message.
5. Fill out all required fields. The form on Localgov will automatically calculate the tax due for the Village of Fox Lake.

Hotel & Motel Room Rental Tax (Quarterly) Requirements

Overview

The Hotel and Motel Room Rental Tax Form is for taxpayers to report and remit the tax collected from room occupants. All lodging business owners within the Village must file quarterly tax returns by the last day of the month following the reporting period. Each establishment must submit a return via Localgov. If the due date falls on a holiday or weekend, the deadline moves to the next business day.

Tax and Penalty Rates

- **Tax Rate:** A tax of five percent (5%) is levied on the gross room rental receipts for renting rooms in a hotel or motel in the Village. This tax applies to any rental period of less than 30 days.
- **Penalty:** A penalty of one percent (1%) of the tax and interest due will be assessed for failure to collect and remit the tax. Please note that penalties for delinquent periods will be waived through the December filing period.

Tax Filing Deadline

Taxes must be filed and paid quarterly. Payments are due on or before the last day of the month following the reporting period. If the due date falls on a weekend or holiday, payments are due on the next business day.

Exemptions

Permanent Residents: No tax will be imposed on permanent residents, defined as individuals who occupy a room in a hotel for at least 30 consecutive days.

Zero Dollar Filing Requirement

All operational businesses must submit a monthly tax filing through Localgov, even if there is no revenue to declare.

Places for Eating Tax (Monthly/Quarterly) Requirements

Overview & Definitions

This section provides information for taxpayers to report and remit the tax collected from places for eating. This tax applies to establishments that provide seating for consumption of prepared food, whether consumed on-premises or not. The tax includes all food and beverages, both alcoholic and nonalcoholic. Please review the following definitions before filling out the form:

- **Beverages:** Both alcoholic and nonalcoholic drinks.
- **Eating Establishment or Place for Eating:** Any restaurant or business within the Village of Fox Lake that provides seating for eating prepared food, whether the food is

consumed on-premises or not.

- **Food or Prepared Food:** All tangible personal property intended for human consumption.
- **Gross Receipts:** The total amount received for food and beverages at a place for eating, excluding taxes and gratuities.
- **Sale at Retail:** As defined in the Illinois Retailers' Occupation Tax Act (35 ILCS 120/1).

Tax, Interest, and Penalty Rates

- **Tax Rate:** The tax rate is 0.5% of the selling price of all food and beverages sold at retail by the place for eating.
- **Penalty:** A late penalty of 2% of the total tax owed will be assessed if the tax is not remitted and/or the required report is not filed by the 20th of the month following the reporting period. If the 20th falls on a non-business day, the next business day becomes the deadline.

Tax Filing Deadline

Taxes must be filed and paid monthly. Payments are due on or before the 20th of the month following the reporting period. If the due date falls on a weekend or holiday, payments are due the next business day. There are two filing frequencies: monthly and quarterly. Normally, you should file monthly, but if you file your sales tax with the state on a quarterly basis, you can contact customer service at Localgov to switch to quarterly filing.

Exemptions

- Sales of food and beverages are exempt from tax under the Illinois Retailers' Occupation Tax (35 ILCS 120/1 et seq.).
- Sales of food and beverages that cannot be taxed by the Village under applicable law.

Zero Dollar Filing Requirement

Every operational business must submit a monthly tax filing through Localgov, even if there is no revenue to declare.

Support & Resources

Government Support:

- To review the Village of Fox Lake Hotel & Motel Room Rental Tax Ordinance, [click here](#).
- To review the Village of Fox Lake Places for Eating Ordinance, [click here](#).

Localgov Support: For technical support while filing on Localgov, contact Localgov Customer Service at service@localgov.org or call (877) 842-3037.