

Method to Calculate Accommodation Tax

■ Method to calculate accommodation tax

Accommodation fee (*) [rounded down to the nearest hundred yen] x 2%
 (= Amount of tax base)

Accommodation fee (*): Accommodation fee without meals and accommodation service fees

- Items not included in the accommodation fee (*) -

Taxes (consumption tax and bathing facility tax, etc.) and service fees other than those for accommodation services (meal charges, fees relating to conference facilities, etc.)

■ Examples of calculation of accommodation tax

[Example 1] If the accommodation fee is 15,000 yen (excluding consumption tax and accommodation tax) and the sale is made directly through the company's own website or telephone reservation system

1) Accommodation fee (Excluding tax)	2) Consumption tax (1) × 0.1)	3) Tax base (Rounded down to the nearest hundred yen)	4) Accommodation tax (3) × 0.02)	5) Price (1) + 2) + 4)
15,000 yen	1,500 yen	15,000 yen	300 yen	16,800 yen

[Example 2] If the accommodation fee is 15,000 yen (including consumption tax and excluding accommodation tax) and the sale is made directly through the company's own website or telephone reservation system

1) Accommodation fee (Including consumption tax)	2) Excluding consumption tax (1) × 100 / 110)	3) Tax base (Rounded down to the nearest hundred yen)	4) Accommodation tax (3) × 0.02)	5) Price (1) + 4)
15,000 yen	13,637 yen	13,600 yen	272 yen	15,272 yen

[Example 3] If the accommodation fee is 15,000 yen (including consumption tax and accommodation tax) and the sale is made directly through the company's own website or telephone reservation system

1) Accommodation fee (Including tax)	2) Accommodation fee (Without meals)	3) Consumption tax (2) × 0.1)	4) Tax base (Rounded down to the nearest hundred yen)	5) Accommodation tax (4) × 0.02	6) Price (2) + 3) + 5)
15,000 yen	13,395 yen	1,339 yen	13,300 yen	266 yen	15,000 yen

* When calculating the accommodation tax by calculating backward from the sale price, the accommodation fee may not become the sum of 2) + 3) + 5).

The difference shall be adjusted by the amount of consumption tax in 3) to match the sale price.

[Example 4] If the accommodation fee is 15,000 yen per night with two meals (including tax) and the sale is made directly through the company's own website or telephone reservation system

However, limited to cases where meal charges cannot be separated from the accommodation fee

1) Accommodation fee (Including tax and meal charges)	2) Accommodation fee (Excluding tax and including meal charges)	3) Consumption tax (2) × 0.1)	4) Meal charges (1) × 0.2)	5) Accommodation fee (Excluding tax and meal charges: 2) - 4)	6) Tax base (Rounded down to the nearest hundred yen)	7) Accommodation tax (6) × 0.02)
15,000 yen	13,448 yen	1,344 yen	3,000 yen	10,448 yen	10,400 yen	208 yen

* Handling of meal charges if meal charges cannot be separated from the accommodation fee

10% of the amount to be paid by the guest to the Accommodation establishment shall be a charge for a meal.
(20% for two meals, 30% for three or more meals)

[Example 5] If the accommodation fee without meals is 10,000 yen (excluding tax) and the sale is made indirectly through a travel agent

* However, the accommodation fee without meals includes a commission of 2,000 yen to be paid by the Accommodation establishment to the travel agent. In addition, the guest shall pay a reservation fee of 1,000 yen to the travel agent.

<<Correct>> 10,000 yen × 0.02 = 200 yen

<<Wrong>> (10,000 yen - 2,000 yen) × 0.02 = 160 yen

(10,000 yen + 1,000 yen) × 0.02 = 220 yen

* The amount equivalent to commissions, etc. paid by the Accommodations establishment to the travel agent...included in the accommodation fee to be the tax base

The amount equivalent to commissions, etc. paid by the guest to the travel agent...not included in the accommodation fee to be the tax base

■ Timing of rounding down to the nearest hundred yen when calculating the tax base - Common mistake -

[Example] Calculation of accommodation tax when two people stay at a cost of 8,000 yen per person per night (including tax)

<<Correct>>	<<Wrong>>
8,000 yen (including tax)..... 1)	8,000 yen (including tax)..... 1)
1) × 100 / 110 = 7,272 yen (excluding tax)..... 2)	1) × 2 (people) = 16,000 yen (including tax) 2)
7,200 yen (rounding the amount in 2) down to the nearest hundred yen)..... 3)	2) × 100 / 110 = 14,545 yen (excluding tax)..... 3)
3) × 0.02 = 144 yen..... 4)	14,500 yen (rounding the amount in 3) down to the nearest hundred yen)..... 4)
4) × 2 (people) = <u>288 yen</u>	4) × 0.02 = <u>290 yen</u>

The tax base must be calculated per person. (Round the accommodation fee without meals (excluding tax) down to the nearest hundred yen.)

If the tax base is calculated per stay (per reservation), the number of round-downs is decreased and the accommodation tax is increased.

(If the accommodation fee is calculated per room or per building, the tax base must be calculated per room or per building.)