



**Mayor**  
Michael Bishop

South Carolina  
**SPRINGDALE**

Town Hall • 2915 Platt Springs Road • Springdale, South Carolina 29170  
Phone 803-794-0408 • Fax 803-791-0567  
[www.Springdalesc.com](http://www.Springdalesc.com)

**Mayor Pro-Tem**  
Juston Ricard

**Council**  
Viki Fecas  
Steve O. Hallman  
Nancy S. Peters  
J. Kevin Reeley  
Jacob R. Wilkerson

April 2, 2019

Dear Business Owner/Manager,

On March 5<sup>th</sup>, 2019, the Springdale Town Council passed Ordinance O-19-03, and Ordinance Providing for a Local Hospitality Tax on the Sales of Prepared Meals and Beverages in Establishments of the Town of Springdale. Your business has been identified as a business that this ordinance will affect.


The Town of Springdale levies a two percent (2%) local hospitality tax on prepared meals and/or beverages, inclusive of alcoholic beverages, beer and wine sold in establishments of the Town of Springdale. This tax is similar to the state sales tax in that it is a pass-through tax to the customer. Your business collects the tax from the customer when payment for meals and/or beverages is tendered. Once remitted to the town, this tax is deposited into a local hospitality tax fund and it is maintained separately from the general fund of the Town of Springdale. The town will use the funds for tourism-related activities and improvements.

Your business is required to begin collecting this tax on May 1<sup>st</sup>, 2019. Payment of the hospitality tax shall be remitted by your business on a monthly basis along with the enclosed forms. The remittance is due no later than the 20<sup>th</sup> of the month and shall cover the tax due for the previous month. For the first remittance you will be required to submit on June 20<sup>th</sup>, 2019 which covers from May 1, 2019 to May 31, 2019. The failure to collect from the customer tax imposed shall not relieve the vendor from making the required remittance. The failure to remit the tax to the town shall constitute a misdemeanor and is punishable by a fine of not more than \$500.00 or imprisonment for up to 30 days, or both.

Enclosed, you will find a remittance booklet that contains information on the tax. Should you have any additional questions about the tax or how to remit payment, please contact Leeann Eden, Municipal Clerk at [leden@springdalesc.com](mailto:leden@springdalesc.com) or 803-794-0408.

As always, your business is very much appreciated in the Town of Springdale. If I can ever be of assistance to you, please do not hesitate to call.

Sincerely,

  
Ashley Watkins  
Town Administrator

# **TOWN OF SPRINGDALE, SC**



## **TWO PERCENT (2%) HOSPITALITY TAX**

**Please remit to the Town of Springdale by the 20<sup>th</sup> day  
following the end of the reporting period to avoid a penalty.**

**Hospitality Tax Section**



Dear Business Owner/Manager:

This Town of Springdale Hospitality Tax remittance booklet contains preprinted remittance forms for each month and if needed, one spare remittance form for your convenience, hospitality fee general information, and a page listing some items which are included and which are exempt from the hospitality tax.

**It is important to remember the following:**

1. The Hospitality tax collection process for businesses begins May 1, 2019. Your first remittance report will be due by the 20<sup>th</sup> of May 2019. Remittances will be due by the 20<sup>th</sup> of each month thereafter. If the 20<sup>th</sup> of the month falls on a weekend or a holiday, the Town will accept without penalty, payment on the following workday.
2. All remittances should include the correct monthly remittance form completed in detail with payment attached to the remittance form. **A copy of your corresponding monthly sales tax return (S.C. Department of Revenue Form ST-3 should also be enclosed with the remittance.)**
3. There is a 5% penalty each month that you are delinquent with your remittance. U.S. Postal marks are accepted for determining date received. Metered dates are not accepted for determining date received.

If you have questions concerning the Hospitality Tax Program or need assistance with the reporting procedure, please contact Leeann Eden, Municipal Clerk, at 803-794-0408 or visit the Springdale Town Hall to obtain assistance.

Sincerely,

Ashley Watkins  
Town Administrator



## **Hospitality Tax Information**

- **Hospitality Tax** is a uniform tax equal to two percent (2%) imposed on the sale of prepared meals and beverages for immediate consumption sold in establishments that are responsible for collecting the fee at the time of sale.
- **Prepared Meals** means food prepared or modified by an establishment which at the time of sale is ready for consumption by members of the public, regardless of the food's actual quantity, presentation, or packaging.
- **Establishment** means any business within the town that sells prepared meals and beverages for immediate consumption. Establishments include restaurants, bars and lounges, hotels and motels with restaurants and/or lounge facilities, caterers, ice cream shops, bakery shops, and other food service facilities including convenience and grocery stores (that have specified areas where foods and beverages are prepared).
- **Who is responsible for the collection and remittance of the Hospitality Tax?**  
The food and/or beverage service establishment is responsible for collection of the tax from patrons and the monthly remittance of the collections to the Town of Springdale.
- **Where should my collections be remitted?**  
The remittance report, payment, and a copy of the sales tax return for the corresponding period should be delivered or mailed to:  

Town of Springdale  
Hospitality Tax  
2915 Platt Springs Road  
Springdale, SC 29170
- **What is the frequency of payment?**  
The Hospitality tax must be remitted to the Town of Springdale on a monthly basis.
- **What if my tax payment is delinquent?**  
A 5% penalty per month should accompany all delinquent remittances, If the 20<sup>th</sup> day of the month falls on a holiday or weekend, the Town will accept, without penalty, payment on the following work day.



**Hospitality Tax**  
**Listing of Included & Exempt Items**

<b>INCLUDED ITEMS</b>	<b>EXEMPT ITEMS</b>
<ul style="list-style-type: none"><li>• Produce cut, sliced, cored or modified in store</li><li>• Salads made in store</li><li>• Sandwiches/Subs prepared on site</li><li>• Bakery items cooked/baked on site</li><li>• Coffee brewed in store</li><li>• Seafood steamed/cooked on site</li><li>• Grilled hamburger and hot dogs</li><li>• Packaged dinners cooked on site</li><li>• Fountain drinks</li><li>• Any food prepared or modified on site by employee or contractor</li><li>• Any food cooked on site</li><li>• Any prepared foods or meals that are subject to South Carolina sales tax</li><li>• Any served beverage, inclusive of beer, wine and liquor</li></ul>	<ul style="list-style-type: none"><li>• Canned or bottled drinks sold on site from vending machines</li><li>• Canned or bottled drinks which are not sold for immediate on-site consumption</li><li>• Fruit consolidated into a basket</li><li>• Items repackaged in store for bulk sale but not prepared or modified for immediate consumption</li><li>• Pre-packaged cans, boxes, or jars of food</li><li>• Bags of chips, pretzels, nuts, candy or other pre-packaged items</li></ul>



**Town of Springdale  
Hospitality Tax  
Monthly Reporting Form**

\_\_\_\_\_  
**Month Ending**

<b>Name and Address of Business:</b>  _____  _____  _____	<b>Filing Period: Month</b> _____ <b>Year</b> _____  <b>F.E.I. or S.S. #:</b> _____  <b>Contact Name:</b> _____  <b>Contact Phone:</b> _____
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**HOSPITALITY FEE COMPUTATION**

- |   |          |
|---|----------|
| 1. Gross Proceeds for all prepared food or beverages  | 1. _____ |
| 2. Tax  | 2. _____ |
| 3. Penalty on Delinquent Taxes<br>(5%)(.05) of the unpaid fee for each month or portion<br>After due date until paid. | 3. _____ |
| 4. Total Hospitality Tax Due (Add lines 2 and 3)  | 4. _____ |

**IMPORTANT:** This return becomes **DELINQUENT** if it is not postmarked after the 20<sup>th</sup> day following the close of the period.

**REMINDER:** Sign and date the return below. Attach copy, both front and back of SC Department of Revenue State Sales and Use Tax Return, Form ST-3.

**I certify that all the information stated above is true and accurate to the best of my knowledge and belief. I understand that the Town of Springdale assesses penalties for making false or fraudulent statements on the reporting form.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner, Partner or Title:** \_\_\_\_\_

**Mail To: Town of Springdale, Hospitality Tax, 2915 Platt Springs Road, Springdale, SC 29170**



**ORDINANCE O-19-03**

**PROVIDING FOR A LOCAL HOSPITALITY TAX ON THE SALES OF PREPARED MEALS AND BEVERAGES IN ESTABLISHMENTS OF THE TOWN OF SPRINGDALE**

**WHEREAS**, the General Assembly of the State of South Carolina amended Title 6, Chapter 1, of the 1976 Code to provide for a Local Hospitality Tax, effective July 1, 1997:

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Council of the Town of Springdale in Council duly assembled, pursuant to Section 6-1-700, *et. seq.* of the Code, as follows:

**Section 1.** There is hereby imposed a Local Hospitality Tax of two (2) percent on the gross proceeds of the sale of prepared meals and beverages in establishments within the Town of Springdale (hereinafter “vendor”). Payment of the hospitality tax established hereby shall be the liability of the customer.

**Section 2.** The tax imposed by this ordinance shall be collected from the customer when payment for meals or beverages is tendered and shall be held in trust for the benefit of the Town until remitted as provided in Section 3 below.

**Section 3.** Payment of the hospitality tax established herein shall be remitted by the vendor to the Town of Springdale on a monthly basis, along with such return or form as may be established by the Town for such purposes, not later than the twentieth day of the month and shall cover the tax due for the previous month. Any tax not timely remitted shall be subject to a penalty of five (5%) percent of the sum owed for each month or portion thereof until paid. The failure to collect from the customer the tax imposed by this ordinance shall not relieve the vendor from making the required remittance.

**Section 4.** The failure of any vendor subject to this ordinance to remit to the Town the tax imposed by the provisions of this ordinance shall constitute a misdemeanor punishable by a fine of not more than \$500.00 or imprisonment for up to thirty (30) days, or both.

**Section 5.** There is hereby established a special account to be known as the Local Hospitality Tax Account into which the taxes remitted shall be deposited by the Town and used solely for the purposes provided by law.

**Section 6.** This ordinance is subject to the constitution and the laws of the State of South Carolina. If any section, phrase, sentence or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 7.** This ordinance shall become effective on May 1<sup>st</sup>, 2019.

DULY ADOPTED THIS 5<sup>th</sup> day of March, 2019 under the corporate seal of the Town of Springdale.

First reading: February 1, 2019

Final Reading: March 5, 2019