

Accommodation Levy - Information Session



Region of Queens

Sep 14, 2026

Region of Queens Accommodation Levy

- Start Date: Oct 1, 2026
- By-Law Number 29
- Accommodation Levy: 3.0% of purchase price of accommodation (Includes: price, optional fees, service fees & other considerations accepted by the operator)
- Rooms rented for continuous period over 30+ nights are exempt from Levy
- Region of Queens Municipality has an agreement with ORHMA to collect and remit Levy
- Secure online Levy Reporting Portal

Levy – Collection (STRs)

- Add Levy to all your listings with Airbnb / Vrbo etc

Airbnb - airbnb.ca/help/article/2523

Vrbo - help.vrbo.com/category/Local_Taxes

Booking.com - partner.booking.com/en-us/help/commission-invoices-tax/local-taxes/understanding-vat-and-local-taxes

Levy – Listing on Airbnb (STRs)

How to add taxes for individual listings

Add taxes for individual listings on desktop

1. Click [Listings](#) and select the listing you want to edit
2. In **Listing editor**, click **Settings**
3. Under **Edit preferences**, click **Taxes**
4. Click **Add a tax** 
5. Choose the **Tax type** and the **Type of charge**
6. Enter the **Amount** being collected
7. Add your **Accommodations tax registration number**
8. Choose whether your region provides an exemption for long-term stays (if you choose **Yes**, you'll be given the option to provide additional details)
9. Agree to the terms and click **Save**

Levy – Listing on Airbnb (STRs)

Accommodations tax registration number: Your Registration Number issued by the Province

Levy – Listing on Airbnb (STRs)

Business tax ID: (This the business number of the hosts, optional field)

A tax ID for a business is a unique number relating directly to the business itself.

Levy – Listing on Airbnb (STRs)

Select “**Tourist Tax**”

Tax type

Choose one
Lodging Tax

Hotel tax

Lodging Tax

Room tax

Tourist tax

Transient occupancy tax

Sales tax

VAT/GST

Tourism Assessment/Fee

Levy – Listing on Airbnb (STRs)

Select “**check all items**”

Taxable base

[Learn more](#)

Base price

☐

Management fee

☐

Community fee

☐

Linens fee

☐

Resort fee

☐

Cleaning fee

☐

Pet fee

☐

Levy – Listing on Airbnb (STRs)

Select “**No Cap per night**”

Maximum cap per person per night

[Learn more](#)

Business tax ID

You can find this number on your tax registration documents

☐ I do not have a business tax ID

**Enter your business number if
you have it.**

Levy – Listing on Airbnb (STRs)

Select “STR Number issued by the Province”

Accommodations tax registration number

You can find this number on your tax registration documents

Does your jurisdiction provide exemptions for long-term stays?

Tax may not apply to bookings longer than a certain number of days. [Learn more](#)

Yes

☐

No

☐

Exemption for long-term stays = 30 or more.

Levy – Audit & Inspections

- Hosts to keep for a period no less than 7 years of documents
 - Sales of accommodation
 - Amount of the Levy collected; and
 - The remittances made to levy collection agent
- Municipality Treasurer or an agent may inspect and audit all books, documents, transactions of accommodation providers
- Each Hosts to furnish upon the demand of the Treasurer or an agent for reasonable inspection, audit for the purpose of enforcement of Levy by-law

Levy – Penalties

- Section 15 of Levy By-law prescribes penalty
- First Offence
- Second Offence

Levy – Report / Remittance (Monthly)

- STR's report Monthly on a secure online "Levy Reporting Portal" on or before the 15th day of after each month.

ORHMA - Levy Reporting Portal

- Levy Reporting Tool to be provided to all properties
- <https://Queens.orhma.com/login>
 - Secure log-in for each users issued by ORHMA
 - Reminders for reports issued
 - Receipts for all payments are issued
 - Aging report are available to hosts & Town
 - Applicable Interest Invoices can be generated and billed to hotels
 - Fully transparent between Hosts/Town/ORHMA

Questions ?

- General email: Levy@orhma.com Please provide your full address with name of the municipality and STR number for us to answer your questions.
- Phone Number: 905-592-3023
- Marjan Kotevski MKotevski@orhma.com
- Karen Crellin KCrellin@orhma.com
- Janet Balce JBalce@orhma.com
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