

01 Lim

Taxe de séjour

Practical guide 2025



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There are now 2 different platforms :

<https://hautlimousinenmarche.taxesejour.fr/>

is for accommodation located in the
Communauté de Communes du Haut
Limousin en Marche :

- Arnac-la-Poste
- Agat-le-Ris
- Bellac
- Berneuil
- Blanzac
- Blond
- Cieux
- Cromac
- Dinsac
- Dompierre-les-Eglises
- Droux
- Gajoubert
- Jouac
- La Croix-sur-Gartempe
- La Bazeuge
- Le Dorat
- Les Grands-Chézeaux
- Lussac-les-Eglises
- Magnac-Laval
- Mailhac-sur-Benaize
- Montrol-Sénard
- Mortemart
- Nouic
- Oradour-Saint-Genest
- Peyrat-de-Bellac
- Saint-Bonnet-de-Bellac
- Saint-Georges-les-Landes
- Saint-Hilaire-la-Treille
- Saint-Junien-les-Combes
- Saint-Léger-Magnazeix
- Saint-Martial-sur-Isop
- Saint-Martin-le-Mault
- Saint-Ouen-sur-Gartempe
- Saint-Sornin-la-Marche
- Saint-Sulpice-les-Feuilles
- Tersannes
- Val-d'Issoire : Bussière-Boffy et Mézières-sur-Issoire
- Val-d'Oire-et-Gartempe : Bussière-Poitevine, Darnac, Thiat et Saint-Barbant
- Verneuil-Moustiers
- Villefavard

<https://gartempesaintpardoux.taxesejour.fr/>

is for accommodation located in the
Communauté de Communes Gartempe Saint-
Pardoux :

- Balledent
- Châteauponsac
- Rancon
- Saint-Amand-Magnazeix
- Saint-Pardoux-le-Lac : Roussac, Saint-Pardoux et Saint-Symphorien-sur-Couze
- Saint-Sornin-Leulac

What is the tourist tax?

Since 1910, local authorities have been able to apply a tourist tax to visitors, with the aim of funding the **local development of tourism**. Consequently, it is compulsory for all accommodation providers to collect this tax.

The «Taxe de séjour» is a tax which is **only paid by the tourists**, and **collected by the accommodation provider** (hotel, campsite, B&B...)

The tourist tax is levied on 90% of the French territory.



references texts that regulate the tourist tax :

Code du Tourisme, articles D422-3

Code Général des Collectivités Territoriales, articles L2333-26 à R2333-50

What is the additional departmental tax ?

The Conseil Départemental of Haute-Vienne has voted to set up an additional tourist tax, like 65 other French departments.

This measure will provide **a new source of funding for the development of local tourism**, it will **apply from 1 January 2025**.

The sum received will be used to meet the growing need for **support for tourism service providers** in a highly competitive environment, while at the same time boosting the profile and appeal of the « LIMOUSIN nouveaux horizons » destination.

The additional departmental tax applies to tourist taxes already collected, and represents an **increase of 10%** on the amount of the tourist tax.

Accommodation providers declare and pay both amounts in a single operation, making it quicker to manage this additional tax.

The, the Communautés de Communes pay the department its share.

Tourism supports over 5,000 direct and indirect local jobs in the département, and Haute-Vienne has between 7.5 and 8 million overnight stays each year.

Who pays them ?

Every visitor who stays in paid accommodation and lives outside of the commune is obliged to pay the tourist tax, with the following exemptions :

Exemptions :

- **Minors** (under 18s)
- People staying in **emergency accommodation or temporary shelter**
- **Seasonal workers** employed in the area covered by the Pays du Haut Limousin (see the map p2).



The guests pay the tax to their accommodation provider



The accommodation provider transfers the money collected to the local authority



the local authority invests in the development of tourism for the benefit of visitors and accommodation providers



The rates

Rates to be applied **per night and per person** (except the exemption cases listed on page 4)

Types of accomodation	RATE / NIGHT/ PERSON	ADDITIONAL DEPARTMEN TAL TAX	AMOUNT TO COLLECT
Palaces	2,40 €	0,24 €	2,64 €
5 star tourist hotels, holiday residences, furnished accomodation	1,50 €	0,15 €	1,65 €
4 star tourist hotels, holiday residences, furnished accomodation	1,20 €	0,12€	1,32 €
3 star tourist hotels, holiday residences, furnished accomodation	1 €	0,10 €	1,10 €
2 star tourist hotels, holiday residences, furnished accomodation, 4 and 5 star holiday villages	0,80 €	0,08 €	0,88 €
1 star tourist hotels, holiday residences, furnished accomodation, 1, 2 and 3 star holiday villages, bed and breakfast accommodation	0,70 €	0,07 €	0,77 €
Every other type of non-rated visitor accomodation except outdoor accomodation (such as campsites...)	4%	10% of the amount of the tourist tax	(max. 2,64 €)
5, 4 and 3 star campsites, caravan and motorhome parks for overnight stays	0,50 €	0,05 €	0,55 €
1 and 2 star campsites	0,20 €	0,02 €	0,22 €

How to calculate tourist tax

Taxation period : from January 1st to December 31st.

How to collect the tax : this is based on your actual income.

The amount of tax collected will depend on :

- the **type of accommodation**
- the **number of guests staying**
- the **number of nights that guests stay**



Here are some examples :

- A stay of 3 nights for 2 adults and 1 child in a **bed and breakfast**.

Tourist tax rate : 0,77€/night/adult, exemption of minors

$0,77\text{€} \times 2 \text{ adults} \times 3 \text{ nights} = 4,62 \text{ €}$

- 4 adults staying 2 nights in **non-rated furnished accommodation** for 550€.

Tourist tax rate : 4% of the price/night /person + 10%

Price of the stay per night and per person : $550 / 4 \text{ adults} / 2 \text{ nights} = 68,75\text{€}$

Tourist tax per night and per person : 4% of 68,75€ = 2,75€ but with a maximum of 2,64€

Amount to collect : $2,64\text{€} \times 4 \text{ people} \times 2 \text{ nights} = 21,12\text{€}$

- 4 people (**2 adults and 2 children**) spending 7 nights in an **non-rated furnished accommodation** for 740€.

Tourist tax rate : 4% of the price/night and /person + 10%

Price of the stay per night and per person : $740 / 7 / 4 = 26,43\text{€}$ (rounded up)

Tourist tax per night and per person : 4% of 26,43€ = 1,06€ (rounded up)

Additional departmental tax : 10% of 1,06€ = 0,11€ (rounded up)

Tourist tax to collect per night and per person : 1,06€ + 0,11€ = 1,17€

Amount to collect : $1,17\text{€} \times 2 \text{ adults (minors exemption)} \times 7 \text{ nights} = 16,38\text{€}$

The overnight stays to be declared

It is **compulsory and essential to declare the number of children** staying in your establishment, even if they are not subject to the tourist tax.

if you use a digital accommodation platform

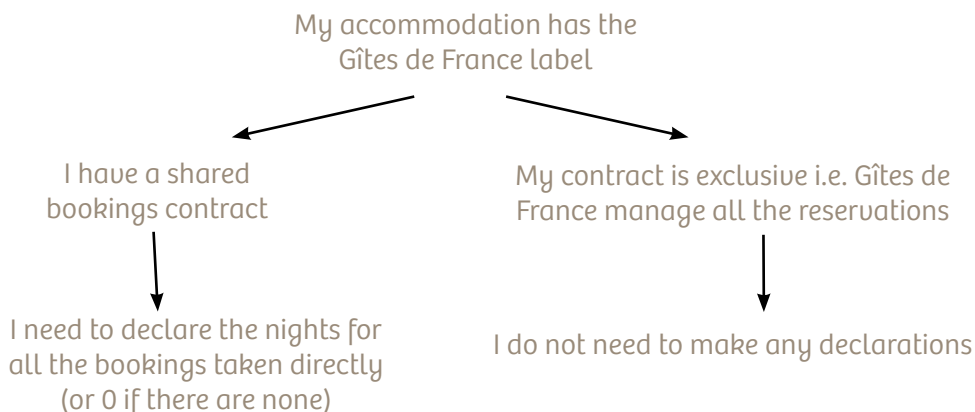
The tax will be collected by the digital operators (Airbnb, Abritel...). However, the accommodation provider is still required to make a declaration. **If you do not take any direct bookings, you need to declare 0.**



Please note that **Booking.com** does not collect the taxe de séjour for professional rental businesses or accommodation providers with the “loueur professionnel” status. **Please check that your digital operator collects your clients’ tourist tax** (you can check this in the settings of your advert online and in your payments).

if you work with Gîtes de France

Please note that **the Gîtes de France classification** (épis or clés) **does not correspond to the star system of classification** used for accommodation. For instance, a 3 épis gîte is accommodation which is either non-rated or awaiting a star rating. Hence, the rate of tourist tax applied to this accommodation would be 4% (see page 7 for details of how to calculate the tax) and will therefore not exceed 2,64 € per person per night.



Declaring and paying the tourist tax

1. Collection

The accommodation provider must charge the tourist tax to the customer. It must be calculated on the rate before tax, mentioned on the invoice and displayed in the accommodation (the poster displaying tourist tax rates is available on the taxe de séjour platform under *Mes Documents*).

2. Monthly declaration

When ? : The monthly declaration needs to be completed before the 10th day of the following month.

How ? :

- Online, on the platforms at your disposal (see page 3) :
- By email : to hautlimousinenmarche@taxesejour.fr OR gartempesaintpardoux@taxesejour.fr
- By phone : 07 56 21 16 76
- By post : Office de Tourisme, pôle du Dorat, 9bis Place de la collégiale, 87210 Le Dorat.

3. Payments : three times a year

When ? : In May (for the tax collected from January 1st to April 30th), in September (for the tax collected from May 1st to August 31st) and in January (for the tax collected from September 1st to December 31st).

Methods of payment :

- By cheque : made out to Trésor Public, sent to Office de Tourisme, pôle du Dorat, 9bis Place de la collégiale, 87210 Le Dorat
- By credit card on the dedicated platform, click on «je paye en ligne»).
- By bank transfer, payment details (a R.I.B. on the taxe de séjour platform under *Mes Documents*).



Failure to declare or late payments may lead to penalty proceedings (see page 14).

How to use the platform

Activate my account

1- You will receive an email or letter with a link to the platform and your activation code.

2- Go onto <https://hautlimousinmarche.taxesejour.fr/> or <https://gartempesaintpardoux.taxesejour.fr/> (see page 3 for the list of communes).

3- Click on the button «Je déclare mes nuitées»



4- Next, click on the button «Activer mon compte» to activate your account.

Enter your e-mail address and the activation code you received by email or letter.



NB 1- Please contact us directly if you do not receive an email or letter with your activation code, so that we can send it to you.

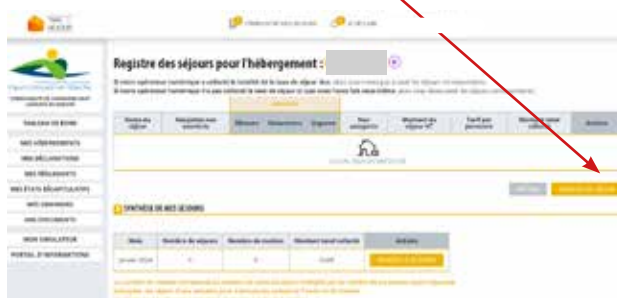
NB 2 - If you forget your password at any point, click on “mot de passe oublié” or let us know and we can send you a new code by SMS.

Monthly declarations : how to complete the register (1/2)

1- Click on the button «J'enregistre mes séjours»



2- Click on the button «ajouter un séjour»



3- Note the amount of the stay

4- Note the departure and arrival dates of my guests

5- Note the number of adults

6- Note the number of children

7- I register my declaration

The screenshot shows the 'Nouveau séjour' form. It includes a header with the title and a sub-header with instructions. Below the header is a table with columns for 'Type d'occupants', 'Nb de personnes', 'Tarif par personne', and 'Montant total collecté'. The table has four rows: 'Occupants non salariés', 'Salariés', 'Sous-traitants', and 'Total'. A red arrow points to the 'SEJOURS' section, another red arrow points to the 'Type d'occupants' table, and a third red arrow points to the 'Total' row.

Type d'occupants	Nb de personnes	Tarif par personne	Montant total collecté
Occupants non salariés	0	0,000	0,000
Salariés	0	0,000	0,000
Sous-traitants	0	0,000	0,000
Total	0	0,000	0,000

I follow this procedure to register all the stays for which I have collected the tourist tax

Monthly declarations : declare (2/2)

1- I click on the button «Je déclare»

2- I declare each month missing

3- The platform takes the information previously recorded in my register, I only have to «valider le registre».

4- Once all the months of a period have been completed, I find my invoice corresponding to my declarations in «je paye en ligne».

How to register a period of closure

My accommodation is not rented all year round, I do not have to declare during the closed periods :

1- I click on the section «Mes hébergements»

2- I click on «ajouter une fermeture»

Each year, I must register the dates of the closed periods for my establishment.

Frequently asked questions

- Is the tourist tax **compulsory**?

Yes, you are obliged to collect it from your guests and declare it.

- My **family** comes to stay in my furnished accommodation, do I have to declare their stay?

No, the tourist tax does not apply if the rental is free of charge.

- I rent out a gîte, but I don't always know **how many people** are actually going to stay there during the rental period, what should I do?

It is imperative that you know the exact number of people (adults and children) that are staying in the accommodation in order to calculate the correct amount of tax per person per day. Furthermore, it is essential for insurance purposes.

- **Which digital platforms collect the tourism tax?**

Any online booking service that takes payments online (Airbnb, Abritel... except Booking.com) is obliged to collect the tourism tax at the point of payment and then transfer it to the relevant local authorities. You can verify this arrangement by checking the settings for your advert. Please note Booking.com does not take the taxe de séjour payments for professional rental businesses "loueurs professionnel".

- I am accommodating a **student** on work placement, do I have to charge him/her the tourist tax?

Students remain in the school system and must therefore pay the tourist tax if they are adults. Only employees working in the commune on a seasonal contract are exempt from paying the tourist tax.

- How much do I need to charge for my **unusual or unique types of accommodation**, such as wooden wagons, tipis etc?

It depends on the location of the accommodation in question :

- If the accommodation is located in a tourist establishment eg. on a campsite, the rate applied will be the same as the rate applied to that establishment. For example, the tourist tax charged for a luxury cabin located in the grounds of a 4-star campsite corresponds to the rate applied to the campsite.
- For accommodation located on property owned by a private individual, the tourist tax applied is the rate for non-rated accommodation (4%+10%).

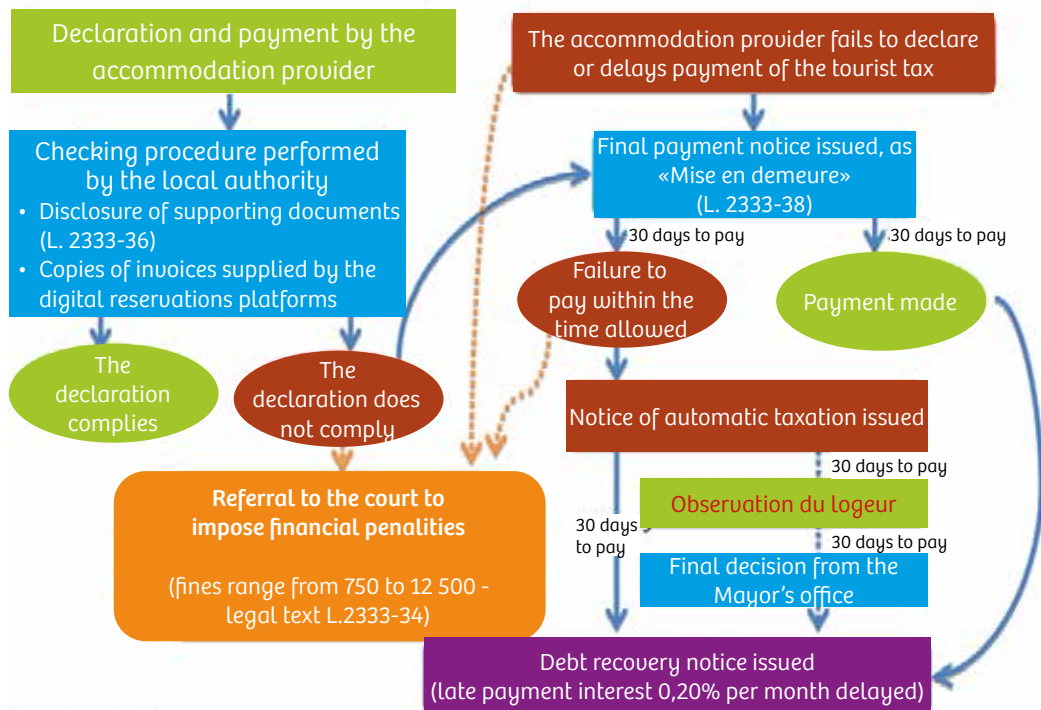
- I have a **camper van/motorhome park**, do I need to charge the tourist tax?

If visitors are required to pay to park there overnight, then the tourist tax must be applied.

Proceedings in the case of non-payment of the tourist tax

If you fail to declare, or if you delay paying the tourist tax, you may be subject to payment penalties.

Procédure de contrôle et de taxation d'office :



All delays in payment will give rise to interest on arrears equal to 0,20% per month delayed and to a class 4 fine.



Articles R. 2333-38 et R. 2333-54 du Code Général des Collectivités Territoriales

Useful tips

The declaration : a requirement

Anyone offering a bed and breakfast or furnished accommodation for rent must first make a **declaration to the relevant town hall** :

- **Declaration of bed and breakfast** : cerfa 13566*02
- **Declaration of furnished accommodation** : cerfa 14004*03



Please be aware that if you do not declare your accommodation business to the Mairie, it is a legal violation and you are exposing yourself to a class 3 fine.



Articles R324-15, R324-16, R324-1-1 et R324-1-2 du Code du Tourisme

Classifying and obtaining a label for your accommodation

These are voluntary and dissociated approaches.

Classification : there are 5 categories (from 1 to 5 stars) and the classification is valid for a period of 5 years. It reflects the level and quality of the facilities and services provided, according to specific criteria. All types of tourist accommodation, except bed and breakfast, can acquire a classification. The rating is awarded following a visit carried out by an accredited organisation. Having a classification allows you several advantages :

- You will benefit from a tax break and a more favourable limit for your annual turnover
- It will simplify the way you calculate and charge the tourist tax
- You will be able to accept Holiday vouchers by becoming affiliated to the ANCV.

For more information about classification : www.classement.atout-france.fr

Obtaining a label : join a recognised network (Gîtes de France, Clévacances, Accueil Paysan...) to promote your accommodation, giving your property increased visibility and facilitating the process of taking bookings from clients.



The Haut Limousin Tourist office

Your contact person

The two district councils – the Communauté de communes du Haut Limousin and the Communauté de communes de Gartempe-Saint-Pardoux – have appointed the Tourist office to manage, run and collect the tourist tax on their behalf.

In 2025, the Tourist Office of Pays du Haut Limousin will join the departmental agency SPL Terres de Limousin.

For more information or if you need some help, please contact your tourist tax contact person.



Your contact person :

Marlène Forster

☎ 07 56 21 16 76

@ tourismehautlimousin@taxesejour.fr

www.tourisme-hautlimousin.com

