

**Click Here to Cancel Online Instead!**

## Cancellation Request

Customer Name: \_\_\_\_\_

Property ID Number(s):

Property Address(es):

**Final Reporting Month in MyLodge(MM/YYYY):**

*\*\*If applicable, any tax liabilities due for a future period will be refunded. All future tax filings/liabilities will be your responsibility once your MyLodge account is deactivated.*

**Reason for cancellation:** *(Please check the most accurate statement(s) for your situation)*

*\*\*\*If you have different cancellation reasons for multiple properties, please complete one form per property\*\*\**

I am no longer renting the property on a short-term basis (NLR)

I sold the property (SOLD)

VRBO is remitting taxes on my behalf (VRBO) *I understand that VRBO may not file all taxes on my behalf. Should I have questions regarding this statement, I will contact VRBO directly.*

AirBnB is remitting taxes on my behalf (AIRBNB) *I understand that AIRBNB may not file all taxes on my behalf. Should I have questions regarding this statement, I will contact AIRBNB directly.*

Evolve is remitting taxes on my behalf (EVOLVE) *I understand that EVOLVE may not file all taxes on my behalf. Should I have questions regarding this statement, I will contact EVOLVE directly.*

My Property Manager will file tax returns(STPM)

I will file the tax returns (FOO)

**Comments:**

**Signature:**

**Date:**

***By submitting the completed cancellation form, you are authorizing Avalara to update and/or cancel your tax accounts/licenses as needed.***

*Please email this completed form to **MyLodgeTaxCancel@avalara.com** or fax it to 303-220-0185 by the 15th of the month to avoid next months subscription fees.*