

City of Houston



SEXUAL ASSAULT FORENSIC EVALUATION (SAFE) FEE REPORT

Filing Period - Quarterly Report

Start Date:

End Date:

Due Date:

Name and mailing address (make any necessary name or address changes below)

Mark this box if your mailing address has changed. Note changes in the Address Change Box below ----->

Enter Business Name/Address Changes here

INSTRUCTIONS FOR COMPLETING THE CITY OF HOUSTON SAFE FEE REPORT FOR ADULT ESTABLISHMENTS

WHO MUST FILE - Every adult establishment that provides live nude entertainment or semi-nude performances for an audience of two or more individuals and authorizes on-premises consumption of alcoholic beverages, regardless of whether the consumption of alcoholic beverages is under a license or permit issued pursuant to the Texas Alcoholic Beverage Code.

WHEN TO FILE - Reports must be filed or postmarked on or before the 20th day of the month following each calendar quarter. If the due date falls on a Saturday, Sunday or legal holiday, the next business day will be the due date.

WHOM TO CONTACT FOR ASSISTANCE - If you have any questions regarding the SAFE report, you may contact the City of Houston Finance Treasury Division at (832) 393-9018. If you have questions regarding the SAFE fees, call 311.

GENERAL INSTRUCTIONS - If you operated more than one location during the reporting period, you must also complete and attach the SAFE Fee Report for each Adult Establishment.

Taxpayer Identification number:

Business location name:

Location address:

1. Enter the number of entries by each customer admitted to this location during this reporting period
(Include all entries by customers for the reporting period regardless of whether the SAFE fee is collected from the customer or assumed by the business location.)

1. _____

2. Total fees due for Adult Establishment (Multiply item 1 by \$5.00)

2. _____

3. Additional Penalties and Interest - (An adult establishment that fails to file a report or to pay the fee as required when due shall be liable for 10% principal and interest per annum of Item 2; 15% civil penalty of Item 2; and Misdemeanor punishable by a fine of not less than \$100 nor more than \$500)

3. _____

4. **TOTAL AMOUNT DUE AND PAYABLE** (Add Item 2 & 3.)

4. _____

Make the amount in Item 4 payable to: City of Houston

I declare that the information in this document and any attachments is true and correct to the best of my knowledge and belief.

Mail to: City of Houston/SAFE
P.O. Box 87
Houston, TX 77001

sign here >

Print Name:

Title:

Owner:

Daytime phone

Date