



7-day Grace Period on German Hotel Accommodations & Vehicle Rentals German Tax Savings using the VAT Form

Arriving on TDY or PCS? Save money on your Lodging and Vehicle Rental.

If you are just arriving in country and intend to stay in a German hotel or to rent a vehicle, you can take advantage of tax savings by signing up for the VAT program. You can save the 7% taxes assessed for lodging accommodations or 19% for incidental charges in German hotels. The same applies for Vehicle Rental, you can save the 19% assessed for vehicle rental. Participation is optional for these vendors, they are not required to accept VAT forms. Please ask the vendors if they are willing to accept them.

Lodging: Individuals in TDY or TLA travel status who obtain a unpriced tax-relief purchase order form (VAT form) after they acquire hotel accommodations **(but within 7 days of arriving in Germany)** must present a copy of their travel documentation to the Tax Relief Office (TRO) as evidence that they have just arrived in the command and were unable to obtain tax-relief documents before occupancy. TROs will keep copies of individual travel documents in order to document and justify after-the-fact, tax-exempt lodging rental services.

Vehicle Rental: Individuals in TDY or TLA status who acquire tax-exempt vehicle-rental services immediately upon arrival at the command (for example, at the airport) may obtain an unpriced purchase order (VAT form) for such service if:

- (a) The application is processed **“within 7 days of the date on the rental contract”**.
- (b) The individual provides a copy of travel documentation (travel orders) to the TRO when submitting the application for tax relief.

IMPORTANT: The **“7-day Grace Period”** to sign-up for the VAT program and purchase of your VAT forms to be eligible for Tax relief **“retroactively”** applies from first day of arrival in country. After the 7-day Grace Period” has expired, VAT forms can only be used from the issue date forward.

AFTER-THE-FACT PURCHASES—VAT REFUNDS

Processing a request for tax relief (submitting an unpriced or priced purchase order) after an individual has completed the transaction or on prepaid arrangements is not authorized. There are no provisions for vendor refunds of VAT after a purchase of this type has been ordered, invoiced, or billed by the vendor or paid for by the customer (including partial down payment). The Tax-relief process may be used only in direct conjunction with a purchase.

Please contact the Wiesbaden Tax Relief Office for further questions:

DSN: 314-548-9107 or Civ. (+49)(0)611143-5489107.