

# Filing and Paying Hotel Occupancy Taxes (HOT)

CITY OF SOUTH PADRE ISLAND

# www.myspi.org/hottax

## STEPS for city compliance with H.O.T. & short term rentals:

To register a property for short term rental (STR), complete each step in the order listed below.

1. Apply for a [STR License](#). (Step By Step Guide for [New STR License](#))
2. List the license number in all advertisements of the property.
3. **File** HOT monthly before the 15th of each month.

To Renew or Update License information [Click Here](#). (Step by Step Guide for [Renewal](#)) (Step by Step Guide for [Update](#))

To Browse all registered STR properties [Click Here](#).



## City of South Padre Island, TX Short-Term Rental License Portal

### Welcome to the City of South Padre Island, TX Short-Term Rental License Registration Portal!

All Short-Term Rentals within City of South Padre Island, TX are required to hold a valid Short-Term Rental License.

This portal allows License Holders to manage their licenses.

To apply for a Short-Term Rental License, start by creating an account using the button below. If you already have an account, please login using the panel on the right-hand side of the page. You can use the same account to manage licenses for multiple properties.

Create Account

### Account Login

To get started, please enter the email address associated with your Short-Term Rental Licenses below.

Email Address

Login

Enter your  
email address  
and click  
“Login”

## Verification

We have sent a verification code to the email provided.  
Please enter the code below. Make sure to check your spam folder.

[Resend code](#)



Submit

Cancel

Check your email for a  
verification code that  
looks something like  
this.



Your secret login code

External

Inbox x



**str-registration@deckard.com** via [us-west-2.amazonaws.com](#)  
to me ▾

This is your secret login code:

**UPZ4gB**

Copy and  
paste code  
into field and  
click "Submit"

## Verification



We have sent a verification code to the email provided.  
Please enter the code below. Make sure to check your spam  
folder.

[Resend code](#)



Submit

Cancel

Property information used for training purposes only.

#### Actions Required

Action	Due by	
Pay Tax (September 2025) 125 E Kingfish St (Unit 1)	10/15/2025	<a href="#">Pay Tax</a>

Click on  
"Pay Tax"

#### Active Short-Term Rental Licenses (1)

125 E Kingfish St (Unit 1) 2025-0018	Expiration: 2026-10-01	<a href="#">View</a>
<a href="#">Apply for new License</a>	<a href="#">Pay Tax</a>	<a href="#">See all Licenses</a>

If no button shows  
under the "Actions  
Required" section you  
can click here to pay  
taxes too.

## Report Revenue

For the current and previous months, please report the taxable receipts

Taxable receipts are defined as the consideration paid by the occupant of any rental where the cost of occupancy is at the rate of \$2 or more per day. Taxable Receipts INCLUDE, but are not limited to, non-refundable charges such as nightly or weekly rents for a period of 30 days or less, standard cleaning fees, pet fees, internet charges, late check-out fees, extra person fees, and resort fees. Taxable receipts EXCLUDE refundable deposits and any additional items included in a special package rate, such as recreational activities.

September 2025

125 E Kingfish St (Unit 1)

Reporting Incomplete

CONTINUE

BACK

Report Revenue

Confirm and Sign

Print

Click on arrow to start reporting.



## Report Revenue

For the current and previous months, please report the taxable receipts

Taxable receipts are defined as the consideration paid by the occupant of any rental where the cost of occupancy is at the rate of \$2 or more per day. Taxable Receipts INCLUDE, but are not limited to, the cost of occupancy of 30 days or less, standard cleaning fees, pet fees, internet charges, late check-out fees, extra person fees, and resort fees. Taxable receipts EXCLUDE refundable deposits and any additional items included in a special package rate.

September 2025

125 E Kingfish St (Unit 1)

Reporting Complete ^

Property Occupancy

No. Days Available

30

No. Days Occupied

20

All Other Platforms

Gross Revenue

\$ 4000

Allowable Deductions

Federal government employees and 30+ day rentals

\$ 0

Taxable Receipts

\$ 4000

CONTINUE

BACK

Fill out information  
then Click "Continue"



## Confirm and Sign

Please confirm the following information and sign below

### Tax Summary

All Periods ▾

All Licenses ▾

Download Tax Summary

September 2025

Tax due

125 E Kingfish St (Unit 1)

\$415.80 ▾

Total due September 2025

\$415.80

Total Payment Due

\$415.80

### Certifications

☐ I certify under penalty of perjury that the foregoing is true and correct.

Legal Name of Authorized Signatory

Date

2025-10-01

CONTINUE

BACK

A Tax Summary Report will be Generated

This will be the only place where you will be able to download a detailed Summary Report.

If you click on arrow you will see the breakdown.

Click on the Certification Type in your name  
Click "Continue"

125 E Kingfish St (Unit 1)		\$415.80 ▴
Summary		
Tax Due for All Other Platforms		\$415.80
Total Due for September 2025		\$415.80
All Other Platforms		
Total Revenue including all fees		\$4,000.00
Allowable Deductions		\$0.00
Taxable Receipts		\$4,000.00
Occupancy Tax		\$336.60
Occupancy Tax Due		\$340.00
Tax Discount		-\$3.40
Penalties		\$0.00
Interest		\$0.00
Venue Tax		\$79.20
Venue Tax Due		\$80.00
Tax Discount		-\$0.80
Penalties		\$0.00
Interest		\$0.00
Total for All Other Platforms		\$415.80
Total due September 2025		\$415.80



Total Amount Due

**\$415.80**

Occupancy Tax

\$340.00

Venue Tax

\$80.00

Tax Discount

-\$4.20

Penalties

\$0.00

Interest

\$0.00

Payment Method

The button below will take you to our third-party payment system to make your payment.


Pay \$415.80



Press on "Pay"  
Button

BACK

Make a selection on  
Payment format.  
Credit Card or  
ACH/Bank Account



## South Padre Island Payment Portal

"\*" indicates required fields

### Choose Payment Type \*

- ☐ Credit Card  
☐ ACH/Bank Account/e-Check

### Billing Name

First \*

Last \*

### Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

Thank you for using our secure online payment form.

Submit Payment

Credit Card: Fill  
out Credit Card  
information and  
Submit Payment

## South Padre Island Payment Portal

"" indicates required fields

Choose Payment Type \*

- ☒ Credit Card  
☐ ACH/Bank Account/e-Check

Amount Due

Amount: **\$125.00**

Credit Card Processing Fee

Amount: **\$3.93**

Total

**\$128.93**

Billing Name

First \*

Last \*

Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

Credit Card



Card Number \*

ACH/ Bank  
Account/e-check:  
Enter information and  
submit payment

## South Padre Island Payment Portal

"\*" indicates required fields

Choose Payment Type \*

- ☐ Credit Card
- ☒ ACH/Bank Account/e-Check

Amount Due	Total	Customer Convenience Fee
Amount: <b>\$125.00</b>	<b>\$125.00</b>	Amount: <b>\$2.50</b>

Billing Name

First \*

Last \*

Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

ACH/Bank Account/e-Check

Account Number \*

Account Type \*

Routing Number \*



## City of South Padre Island, TX Short-Term Rental License Application

Thank you! Your Short-Term Rental License Application has been submitted successfully! Your confirmation number is: 000000768719. We have emailed you details of the application.

[Return to Dashboard](#)

You will be emailed a confirmation with details of the submitted report.

# HOT-Bulk Filing



### Actions Required

Action	Due by	
Pay Tax (September 2025) for 13 properties	10/15/2025	<a href="#">Pay Tax</a>

Click on  
"Pay Tax"

### Active Short-Term Rental Licenses (14)

● 6200 Padre Blvd South Padre Island 78597 (Unit 0)	<a href="#">View</a>
2025-0017 Expiration: 2026-09-29	
● 100 Padre Blvd South Padre Island 78597 (Unit 0)	<a href="#">View</a>
2025-0016 Expiration: 2026-09-29	
● 310a Padre Blvd South Padre Island 78597 (Unit 7)	<a href="#">View</a>
2025-0014 Expiration: 2026-09-24	
● 310a Padre Blvd South Padre Island 78597 (Unit 6)	<a href="#">View</a>
2025-0013 Expiration: 2026-09-24	
<a href="#">+ 10 more Active Licenses</a>	

[Apply for new License](#)

[Pay Tax](#)

[See all Licenses](#)

If no button shows  
under the "Actions  
Required" section you  
can click here to pay  
taxes too.



Select all  
the  
properties  
you want  
to file for.

Select form  
of filing.  
Individual or  
Bulk

Click  
"Continue"

## Select Properties for Tax Reporting

Property information used for training purposes only.

Your properties that are registered for tax reporting and remittance in the selected period are listed below. Please select the properties for which you wish to report at this time.

September 2025

<input checked="" type="checkbox"/>	Address	License Number	Tax Reporting This Period	Owner's Name
<input checked="" type="checkbox"/>	125 E Kingfish St (Unit 0)	2025-0001	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	110 E Capricorn (Unit 0)	2025-0002	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	111 Huisache S Padre (Unit 2)	2025-0003	<span>●</span> Incomplete	Glo Bouquet
<input checked="" type="checkbox"/>	130 E Campeche (Unit 3)	2025-0004	<span>●</span> Incomplete	TENZI HERNANDEZ
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 1)	2025-0008	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 2)	2025-0009	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 3)	2025-0010	<span>●</span> Incomplete	maria herrera
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 4)	2025-0011	<span>●</span> Incomplete	dolly castillo
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 5)	2025-0012	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 6)	2025-0013	<span>●</span> Incomplete	rodrigo gimenez
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 7)	2025-0014	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	100 Padre Blvd South Padre Island 78597 (Unit 0)	2025-0016	<span>●</span> Incomplete	Angie Barrera
<input checked="" type="checkbox"/>	6200 Padre Blvd South Padre Island 78597 (Unit 0)	2025-0017	<span>●</span> Incomplete	Angie Barrera

[Add Additional Periods](#)

☒ Hide Inactive Licenses

How would you like to report tax for the selected properties?

For tax reporting of 10 or more properties, you can report individually, or upload in bulk using a spreadsheet template on the next screen.

[Individually](#)

[Bulk Upload \(Spreadsheet\)](#)

[CONTINUE](#)

[BACK](#)



## Report Revenue

For the current and previous months, please report the taxable receipts

Taxable receipts are defined as the consideration paid by the occupant of any rental where the cost of occupancy is at the rate of \$2 or more per day. Taxable Receipts INCLUDE, but are not limited to, non-refundable charges such as nightly or weekly rents for a period of 30 days or less, standard cleaning fees, pet fees, internet charges, late check-out fees, extra person fees, and resort fees. Taxable receipts EXCLUDE refundable deposits and any additional items included in a special package rate, such as recreational activities.

### Download template and upload your report

1. Download this template and fill in Taxable Receipts and Allowable Deductions for each period. It has been pre-populated based on your selections on the previous screen. To edit your selections, click 'Back'.

Download Template

2. Upload your completed spreadsheet by clicking the button below. If there are any validation errors reported, please fix the spreadsheet and upload it again. Once uploaded successfully, click 'Continue' to proceed.

Upload Tax Report

CONTINUE

BACK

Property information used for training purposes only.

Period	Permit Number	Property Address	Provider	Total Revenue	Allowable Deductions
September 2025	2025-0001	125 E KINGFISH ST	other	3000	3000
September 2025	2025-0002	110 E CAPRICORN	other	1000	0
September 2025	2025-0003	111 HUISACHE S PADRE	other	1000	0
September 2025	2025-0004	130 E CAMPECHE	other	5000	0
September 2025	2025-0008	310A PADRE BLVD SOU	other	500	0
September 2025	2025-0009	310A PADRE BLVD SOU	other	1500	0
September 2025	2025-0010	310A PADRE BLVD SOU	other	2000	0
September 2025	2025-0011	310A PADRE BLVD SOU	other	600	0
September 2025	2025-0012	310A PADRE BLVD SOU	other	540	0
September 2025	2025-0013	310A PADRE BLVD SOU	other	581	0
September 2025	2025-0014	310A PADRE BLVD SOU	other	1680	0
September 2025	2025-0016	100 PADRE BLVD SOUTH	other	250	0
September 2025	2025-0017	6200 PADRE BLVD SOU	other	5000	0


A spreadsheet will populate with all of your properties information.

Only Fill in the Total Revenue and Allowable Deductions Columns. Once every space is filled save the spreadsheet to your computer and go back to the filing application.

Click on "Upload Tax Report" and attach the saved spreadsheet.

Spreadsheet will be validated. If everything looks good you will get this message.

Click  
"Continue"

 City of South Padre Island, TX Pay Tax

### Report Revenue

For the current and previous months, please report the taxable receipts

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[Download Template](#)

2. Upload your completed spreadsheet by clicking the button below. If there are any validation errors reported, please fix the spreadsheet and upload it again. Once uploaded successfully, click 'Continue' to proceed.

[Upload Tax Report](#)

✓ Report validated successfully - click 'Continue' to proceed

[CONTINUE](#) [BACK](#)

## Property Information used for training purposes only.

A	B	C	D	E	F	I
Period	Permit Number	Property Address	Provider	Total Revenue	Allowable Deductions	
September 2025	2025-0001	125 E KINGFISH ST	other	3000	3000	
September 2025	2025-0002	110 E CAPRICORN	other	1000	0	
September 2025	2025-0003	111 HUISACHE S PADRE	other	1000	0	
September 2025	2025-0004	130 E CAMPECHE	other	5000	0	
September 2025	2025-0008	310A PADRE BLVD SOU	other	500	0	
September 2025	2025-0009	310A PADRE BLVD SOU	other	1500	0	
September 2025	2025-0010	310A PADRE BLVD SOU	other	2000	0	
September 2025	2025-0011	310A PADRE BLVD SOU	other	600		
September 2025	2025-0012	310A PADRE BLVD SOU	other	540	0	
September 2025	2025-0013	310A PADRE BLVD SOU	other	581	0	
September 2025	2025-0014	310A PADRE BLVD SOU	other	1680	0	
September 2025	2025-0016	2000 PADRE BLVD SOU	other	250	0	
September 2025	2025-0017	6200 PADRE BLVD SOU	other		0	

If you didn't fill all the spaces under Total Revenue and Allowable Deduction Columns you will get a Failed message with details on what was missed on spreadsheet.

In this case you will need to go back to the spreadsheet, make corrections, and save. Then you will need to Upload the Tax Report again.

City of South Padre Island, TX Pay Tax

### Report Revenue

For the current and previous months, please report the taxable receipts

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#### Download template and upload your report

- Download this template and fill in Taxable Receipts and Allowable Deductions for each period. It has been pre-populated based on your selections on the previous screen. To edit your selections, click 'Back'.
- Upload your completed spreadsheet by clicking the button below. If there are any validation errors reported, please fix the spreadsheet and upload it again. Once uploaded successfully, click 'Continue' to proceed.

Download Template

Upload Tax Report

**Failed to validate your report**

Please fix the errors below and re-upload the corrected spreadsheet to continue

- Row 9: Missing columns: Allowable Deductions
- Row 14: Missing columns: Total Revenue

CONTINUE
BACK

A Tax Summary Report will be Generated

City of South Padre Island, TX Short-Term Rental License and Tax Portal

### Confirm and Sign

Please confirm the following information and sign below

#### Tax Summary

All Periods ▾ All Licenses ▾

**Property information used for training purposes only.**

[Download Tax Summary](#)

September 2025	Tax due
125 E Kingfish St (Unit 0)	\$0.00 ▾
110 E Capricorn (Unit 0)	\$103.95 ▾
111 Huisache S Padre (Unit 2)	\$103.95 ▾
130 E Campeche (Unit 3)	\$519.75 ▾
310a Padre Blvd South Padre Island 78597 (Unit 1)	\$51.97 ▾
310a Padre Blvd South Padre Island 78597 (Unit 2)	\$155.92 ▾
310a Padre Blvd South Padre Island 78597 (Unit 3)	\$207.90 ▾
310a Padre Blvd South Padre Island 78597 (Unit 4)	\$62.37 ▾
310a Padre Blvd South Padre Island 78597 (Unit 5)	\$56.13 ▾
310a Padre Blvd South Padre Island 78597 (Unit 6)	\$60.40 ▾
310a Padre Blvd South Padre Island 78597 (Unit 7)	\$174.63 ▾
100 Padre Blvd South Padre Island 78597 (Unit 0)	\$25.99 ▾
6200 Padre Blvd South Padre Island 78597 (Unit 0)	\$519.75 ▾
<b>Total due September 2025</b>	<b>\$2,042.71</b>
<b>Total Payment Due</b>	<b>\$2,042.71</b>

This will be the only place where you will be able to download a detailed Summary Report.

If you click on each arrow you will also get the individual breakdown of each property.

Please confirm the following information and sign below

Tax Summary

All Periods

All Licenses

Download Tax Summary

Property information used for training purposes only.

September 2025

Tax due

125 E Kingfish St (Unit 0)	\$0.00
110 E Capricorn (Unit 0)	\$103.95
111 Huisache S Padre (Unit 2)	\$103.95
130 E Campeche (Unit 3)	\$519.75

Summary

Tax Due for All Other Platforms	\$519.75
Total Due for September 2025	\$519.75

All Other Platforms

Total Revenue including all fees	\$5,000.00
Allowable Deductions	\$0.00
Taxable Receipts	\$5,000.00
Occupancy Tax	\$420.75
Occupancy Tax Due	\$425.00
Tax Discount	-\$4.25
Penalties	\$0.00
Interest	\$0.00
Venue Tax	\$99.00
Venue Tax Due	\$100.00
Tax Discount	-\$1.00
Penalties	\$0.00
Interest	\$0.00
Total for All Other Platforms	\$519.75

310a Padre Blvd South Padre Island 78597 (Unit 1)	\$51.97
310a Padre Blvd South Padre Island 78597 (Unit 2)	\$155.92

Breakdown provided

## Confirm and Sign

Please confirm the following information and sign below

### Tax Summary

All Periods ▾

All Licenses ▾

Property information used for training purposes only.

[Download Tax Summary](#)

September 2025

Tax due

125 E Kingfish St (Unit 0)	\$0.00 ▾
110 F Capricorn (Unit 0)	\$103.95 ▾
111 Hulsache S Padre (Unit 2)	\$103.95 ▾
130 E Campeche (Unit 3)	\$519.75 ▾
310a Padre Blvd South Padre Island 78597 (Unit 1)	\$51.97 ▾
310a Padre Blvd South Padre Island 78597 (Unit 2)	\$155.92 ▾
310a Padre Blvd South Padre Island 78597 (Unit 3)	\$207.90 ▾
310a Padre Blvd South Padre Island 78597 (Unit 4)	\$62.37 ▾
310a Padre Blvd South Padre Island 78597 (Unit 5)	\$56.13 ▾
310a Padre Blvd South Padre Island 78597 (Unit 6)	\$60.40 ▾
310a Padre Blvd South Padre Island 78597 (Unit 7)	\$174.63 ▾
100 Padre Blvd South Padre Island 78597 (Unit 0)	\$25.99 ▾
6200 Padre Blvd South Padre Island 78597 (Unit 0)	\$519.75 ▾

Total due September 2025

\$2,042.71

Total Payment Due

\$2,042.71

### Certifications

☐ I certify under penalty of perjury that the foregoing is true and correct.

Legal Name of Authorized Signatory

Date

2025-10-01

[CONTINUE](#)

[BACK](#)

Click on the  
Certification  
Type in your name  
under Legal Name  
of Authorized  
Signatory  
Click "Continue"





Total Amount Due

**\$2,042.71**

Occupancy Tax

\$1,670.34

Venue Tax

\$393.02

Tax Discount

-\$20.65

Penalties

\$0.00

Interest

\$0.00

Payment Method

The button below will take you to our third-party payment system to make your payment.

Pay \$2,042.71

Press on "Pay"  
Button

BACK

Make a selection on  
Payment format.  
Credit Card or  
ACH/Bank Account

## South Padre Island Payment Portal

"\*" indicates required fields

### Choose Payment Type \*

- ☐ Credit Card  
☐ ACH/Bank Account/e-Check

### Billing Name

First \*

Last \*

### Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

Thank you for using our secure online payment form.

Submit Payment

Credit Card: Fill out Credit Card information and Submit Payment

## South Padre Island Payment Portal

"" indicates required fields

### Choose Payment Type \*

- ☒ Credit Card  
☐ ACH/Bank Account/e-Check

### Amount Due

Amount: **\$125.00**

### Credit Card Processing Fee

Amount: **\$3.93**

### Total

**\$128.93**

### Billing Name

First \*

Last \*

### Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

### Credit Card



Card Number \*

ACH/ Bank  
Account/e-check:  
Enter information and  
submit payment

## South Padre Island Payment Portal

"" indicates required fields

Choose Payment Type \*

- ☐ Credit Card  
☒ ACH/Bank Account/e-Check

Amount Due

Amount: \$125.00

Total

\$125.00

Customer Convenience Fee

Amount: \$2.50

Billing Name

First \*

Last \*

Billing Address

Street Address \*

City \*

State / Province \*

ZIP / Postal Code \*

Country \*

ACH/Bank Account/e-Check

Account Number \*

Account Type \*

Routing Number \*



## City of South Padre Island, TX Short-Term Rental License Application

Thank you! Your Short-Term Rental License Application has been submitted successfully! Your confirmation number is: 000000768719. We have emailed you details of the application.

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You will be emailed a confirmation with details of the submitted report.