



TRANSIENT OCCUPANCY TAX EXEMPTION CERTIFICATE

Name _____

Date _____

Address _____

Auto License No./State _____

Exemption from the 8% Transient Occupancy Tax is hereby claimed on the following grounds: (check all that apply)

- (a) I have/will occupied a room in the (name of hotel/motel) for a period longer than 30 consecutive days from to .
(b) I am an employee of the Federal Government of .
(c) I am an Officer/Employee of the foreign Government of and claim exemption under provisions of International Treaty.
(d) I am an employee of (name of credit union) Federal Credit Union.

I certify under penalty of law that the above is true and correct to the best of my knowledge.

Signed: _____

Date: _____

Authorized Motel/Hotel Operator _____

Room No. _____

Motel/Hotel Name _____

\$ Rate X Number of Nights

\$ Total Exempt Amount

OPERATORS

This form is provided for your use and benefit and authorizes you to omit the tax if you are so requested for the reasons listed. The executed certificates should be kept on file, with a copy sent to the City with your quarterly return. The total rents shown on these certificates may be deducted on your quarterly tax returns. The Director of Finance may require you to produce the certificates and other records periodically for examination and audit. Officials claiming exemptions should display their credentials.