

TRANSIENT OCCUPANCY TAX RETURN
 City of Livermore Municipal Code Chapter 3.12

Name of Hotel/Motel _____
 Address _____
 Mailing Address _____
 Quarter Ending: _____

1052 S. Livermore Ave.
 Livermore, CA 94550
 (925) 960-4303

Date Due: _____



COMPUTATION OF TAX

Total occupancy charges for the month (excluding tax)	(1) \$
Exemptions and adjustments claimed (attach appropriate supporting information)		
Rooms occupied more than thirty days	\$ _____	
Other Exemptions	\$ _____	
TOTAL EXEMPTIONS	(2) \$
Net charges subject to tax (line 1 minus line 2)	(3) \$
Amount of tax (8% of line 3)	(4) \$
Total penalties & interest (see notice below)	(5) \$
PAY THIS TOTAL (line 4 plus line 5)	(6) \$

STATISTICAL INFORMATION

Number of Rooms at Livermore Location: _____
 Percent of Occupancy at Livermore Location: _____%

NOTICE

Payment must be on or before the last day of the month following the reporting month. The tax will be delinquent if not paid on or before this date. A penalty of 10% will be added after the delinquent date and an additional penalty of 10% will be added if delinquent more than thirty days, plus interest of one-half of 1% per month, or fraction thereof on the amount of tax.

Please make checks payable to the City of Livermore and mail or deliver to the above address.

If Charge please call (925) 960-4320 to make a payment or visit the address above.

DO NOT INCLUDE CREDIT CARD INFORMATION ON THIS FORM

Office hours are 8:00 a.m. to 5:00 p.m.

Print the name of the person filing return

Title & phone number (Owner, Partner, Agent or Officer)

I declare under penalty of perjury that this information is true and correct to the best of my knowledge.

Signature

Date

EVEN IF THERE IS NO TAX DUE, A RETURN MUST BE FILED WITH THE FINANCE DEPARTMENT