



**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 _____ for a period longer
(name of hotel/motel)
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.

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

\$ _____ X
Rate 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 total rents shown on these certificates may be deducted on your quarterly tax returns. The city officials may require you to produce the certificates and other records periodically for examination and audit if records are not available the claim for exemption from tax may not be approved. The employee must provide photo identification issued by the exempt government agency.

A CONTRACTOR FOR A GOVERNMENT AGENCY IS NOT EXEMPT FROM TRANSIENT OCCUPANCY TAX