

CITY OF AGOURA HILLS

Transient Occupancy Tax
Exemption Claim Summary

Name of Hotel: _____

Reporting Period: _____

Address of Hotel: _____

Exemption Claim #:

1. Occupancy more than 30 days (Supporting documentation must be kept on file with the hotel)
2. Officer or employee of foreign government exempt by federal law or international treaty (Requires copy of Tax Exemption Card)
3. Official or employee of government agency exempt by federal law (Requires Exemption Affidavit)

Room #	Occupant/Organization Name	Exemption Claim #	Original Check-In Date	Claim Period From/To	Hotel Rent Charges
				/	
				/	
				/	
				/	
				/	
				/	
				/	
				/	
				/	
				/	
				/	

TOTAL AMOUNT OF EXEMPT CHARGES (Transfer to Tax Return Form, line 2) \$

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING INFORMATION MADE HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

(Signature)

(Date)

City of Agoura Hills
 Finance Department/Business Tax Division
 30001 Ladyface Court
 Agoura Hills, CA 91307
 Office: (818) 597-7300
 Fax: (818) 597-7352
 gholt@ci.agoura-hills.ca.us
 www.ci.agoura-hills.ca.us