City of Healdsburg
401 Grove Street
Healdsburg, CA 95448

Phone (707) 431-3306
Fax (707) 431-3171

www.ci.healdsburg.ca.us

CLAIM FOR EXEMPTION FROM TRANSIENT OCCUPANCY TAX

Pursuant to Ordinance No. 1080

No exemption shall be granted except upon a claim therefore made at the time rent is collected and under penalty of perjury upon a form prescribed by the Tax Administrator.

Name of Establishment: _____

The Undersigned claims exemption from paying the 14% Transient Occupancy Tax and the 2% Healdsburg Promotion Assessment for a total of 16% based upon the following grounds: (check one)

☐ Occupation of room will/has been extend(ed) beyond 30 days.

☐ Occupant is Officer or Employee of Federal or State of California Agency on official business; Employee of a Foreign Government, who is exempt by reason of express provision of Federal or International Treaty.

Gross Rent Collected (excluding tax) $ _____ Room Number: _____

Dates of Occupancy: _____ through _____
(MM/DD/YYYY) (MM/DD/YYYY)

Name of Tax Claimant: _____

I declare under penalty of perjury that the statements hereon are true, correct and complete to the best of my knowledge.

Signature of Claimant: _____

Title of Claimant: _____

Name of Employee Agency:* _____

Agency Address:* _____

_____

*if applicable

NOTICE TO OPERATORS: Upon request and presentation of credentials by occupant claiming exemption, prepare two copies of this form. Attach original to your monthly tax return and retain the other copy for your records. The City reserves the right to audit these records per Healdsburg Municipal Code, Section 3.12.140. For more information, see City of Healdsburg Ordinance No.1080.