



**Uniform Transient Occupancy Tax Exemption Form**

Name of Hotel/Motel/Vacation Rental \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Guest's Name: \_\_\_\_\_

Room #: \_\_\_\_\_ Dates of Stay: \_\_\_\_\_

Rent amount to be exempted: \_\_\_\_\_

**Guest to complete this section:**

Please check the appropriate section that applies to you:

\_\_\_\_\_ I do hereby claim exemption from Transient Occupancy Tax on the basis that I have obtained the right to occupy lodging accommodations at this facility for more than thirty (30) consecutive and continuous days.

\_\_\_\_\_ I am an officer or employee of a Federal or Foreign Government, exempt by reason of express provision of federal law or internal treaty and the exemption is for dates that I was staying for Federal or Foreign Government business purposes. (Attach Government ID)

Note: State and Local Governments are NOT exempt from TOT tax in the City of South Lake Tahoe.

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

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
(Guest's Signature)

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
(Hotel/Motel employee signature verifying exemption)

**Please note: Exemption claim form(s) MUST be attached to invoice and returned with your monthly TOT remittance to receive credit. Please keep a copy at the hotel/motel for your records.**

**SLTCC § 3.50.040**

“Transient occupancy tax shall be charged to all governmental employees occupying a transient lodging facility except employees of the federal government on official business and in such instances; documentation of travel by a federal government employee on official business must be retained and submitted to the finance director. (Ord. 935 § 1; Ord. 980 § 1; Ord. 1105 § 1 (Exh. B); Ord. 1109 § 1 (Exh. A). Code 1997 § 28A-4).”