



**REQUEST FOR EXEMPTION FROM PAYMENT
OF TRANSIENT OCCUPANCY TAXES
FOR OFFICIAL FEDERAL GOVERNMENTAL BUSINESS**

Prequalification Form

Individual or Group Name: _____

Official name of Federal Government Agency: _____

Federal ID#: _____ Fed ID verified by Hotel Representative (initial) _____

Hotel/Motel: _____

Mailing Address of Hotel/Motel: _____

Hotel/Motel fax number: _____

Date(s) of Reservation: _____ Number of Rooms Reserved: _____

Number of Room Nights: _____ Room Rate per Night: _____

Name of Hotel/Motel Representative: _____

Telephone Number of Representative: _____

Description of official federal business to be conducted. Agenda/itinerary must be attached.

**FOR CITY USE ONLY
PREQUALIFICATION FOR EXEMPT STATUS**

____ Approved

____ Denied

Date: _____

revenue@cityofslt.us

City of South Lake Tahoe
Finance Dept/Revenue Division
PHONE: (530) 542-6012
FAX: (530) 542-6041

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. (Ord. 935 § 1; Ord.980 § 1. Code 1997 §)"

Exempt Amount \$

Faxed to Hotel

TOT reported