

# COUNTY OF MONTEREY



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## TRANSIENT OCCUPANCY TAX OVER THIRTY DAY STAY EXEMPTION APPLICATION FORM

The Monterey County Code, Section 5.40.020 (H), states that an occupant of a hotel is a transient, and therefore subject to the tax for the first 30 days of the occupant's stay, unless there is an agreement in writing between the hotel's operator and the transient providing for a stay of more than 30 days. The written agreement must be completed within the first 30 days of the person's occupancy.

To qualify, the occupant and the operator must complete his/her respective sections of this Exemption Application Form. Important – please complete in ink.

### SECTION ONE: TO BE COMPLETED BY OCCUPANT

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION IN THIS FORM IS TRUE AND CORRECT. I understand that in signing this form I am staying over thirty (30) days and I am therefore not considered a transient for the purposes of the Transient Occupancy Tax as defined in Monterey County Code, Chapter 5.40. By completing and signing this form it constitutes an agreement with the operator, but is only valid with the signature of the operator. In the event that I do not stay beyond thirty (30) consecutive days, I am liable to the operator for the Transient Occupancy Tax upon check out.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

### SECTION TWO: TO BE COMPLETED BY OPERATOR

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION IN THIS FORM IS TRUE AND CORRECT.

Name of Occupant (print): \_\_\_\_\_

Name of Hotel/Motel/BnB/STR/Other: \_\_\_\_\_ Room No. \_\_\_\_\_

Room Rate: \_\_\_\_\_ Period of Residency (from) \_\_\_\_\_ (to) \_\_\_\_\_

Name of Operator: (print) \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

The completed Transient Occupancy Tax Over 30 Day Stay Exemption Application Form is to be kept with the operator for a period of 3 years and made available for inspection by the Treasurer-Tax Collector or the Auditor-Controller. (Sec. 5.40.140)

The Monterey County Transient Occupancy Tax is codified in Chapter 5.40 of the Monterey County Code. Please see: [https://library.municode.com/ca/monterey\\_county/codes/code\\_of\\_ordinances?nodeId=TIT5REFI\\_CH5.40TROCTA](https://library.municode.com/ca/monterey_county/codes/code_of_ordinances?nodeId=TIT5REFI_CH5.40TROCTA)