



TRANSIENT OCCUPANCY TAX MONTHLY REPORTING FORM

Business/Hotel Name: _____

Business Address: _____

Report for the Month of: _____

Fill in the information below to compute the tax amount due.

1. Total gross room rental receipts		
Allowable exemptions		
Officer or Employee of a Foreign Government		
Over Thirty Day Stay		
2. Total allowable exemption		
3. Taxable receipts (line 1 minus line 2)		
4. Total Transient Occupancy Tax due = 10% of line 3		
5. Add penalty of 10% of total due if paid after due date. Line 4 x 10%		
6. Add additional penalty of 10% if delinquent more than thirty days, plus interest at 1½% per month or fraction thereof on amount of unpaid tax.		
7. Total tax due (total of lines 4, 5 and 6)		

I certify under penalty of perjury that the information on this form is true and correct.

Signature _____ Date _____

Print Name _____ Title _____

Telephone _____ Email _____

Reporting form must be filed even if no tax is due.

REPORTING FORMS ARE DUE ON OR BEFORE THE LAST DAY OF THE MONTH FOLLOWING THE MONTH OF THE REPORT

Please make check payable to **City of Palmdale** and mail to:

City of Palmdale
Finance Division
38300 Sierra Highway, Suite D
Palmdale, CA 93550

The City of Palmdale Transient Occupancy Tax is codified in Title 3 Chapter 3.24 of the Palmdale Municipal Code. Except as provided in PMC 3.24, Los Angeles County Code shall be the transient occupancy tax ordinance of the City.