TRANSIENT OCCUPANCY TAX EXEMPTION CERTIFICATE
FOR GOVERNMENTAL AGENCIES

NOTE: This form must be completed at the time rent is collected, and must be retained by the hotel/motel
operator. The hotel/motel operator should not accept this certification unless the person presenting it shows
satisfactory credentials.

To:
Name of hotel/motel

____________________
Address

California City

This is to certify that I, the undersigned, am a representative or employee of a Governmental Agency, the
UNIVERSITY OF CALIFORNIA, located at CALIFORNIA; that the charges for occupancy at the above
establishment on the date(s) set forth below, have been, or will be, paid for by such Governmental Agency;
and that such charges are incurred in the performance of my official duties as a representative or employee
of such Governmental Agency.

Date(s) of Occupancy:

____________________
Governmental Agency:
Location: UNIVERSITY OF CALIFORNIA

Executed at ____________________, California, this ____________________ day of
____________________ (month), 19____.

I declare under penalty of perjury that the foregoing is true and correct:

____________________ Signature of person claiming exemption

Home Address:

____________________