

City of Santa Clara TRANSIENT OCCUPANCY TAX RETURN

If information shown is not correct, please make	necessary corrections	S.	
PART A:			
1. Gross rent for exercising occupancy of rooms.		\$	
2. Less: Exemptions (attach TOT Exemption Repo	rt, Exhibit III):	\$()
3. Taxable Rents: Line 1 minus Line 2.		\$	
4. Tax: 9-1/2% (9.5%) of Line 3.		\$	
 Penalties and Interest: Calculate pursuant to Santa Clara Code, Section 27- Section 27-45 (See Part B, below). 	7-44 and	\$	
6. Total Amount Due City for the Period: Line 4 plu	s Line 5.	\$	
I declare under penalty of making a false statement th	at this information is true	e and correct to the best of my k	nowledge.
SIGNATURE	TITLE	DATE	
PLEASE PRINT NAME		PHONE NO.	
		()	

PART B: Transient Occupancy Tax Ordinance Section 3.25.100. Interest and Penalties.

- (a) Delinquency Interest. Any operator who fails to remit any tax imposed by this chapter within the time required shall pay interest as determined by Section 3.25.110.
- (b) Penalty for willful noncompliance or repeated delinquencies. If the Director of Finance determines that the nonpayment of any remittance due under this chapter is due to willful noncompliance or repeated delinquencies, a penalty of twenty-five percent (25%) of the amount of the tax shall be added thereto in addition to the interest as required by Section 3.25.110. Section 3.25.110. Interest and Calculation (a) & (b).

INSTRUCTIONS:

- 1. Complete PART A above.
- Sign and return this form with payment to the City of Santa Clara Accounting Services
 1500 Warburton Avenue Santa Clara, CA 95050
- 3. Make check payable to: CITY OF SANTA CLARA
- 4. Tax shall be due and payable
 On or before the last day of the
 month following the close of
 each reporting period.
- Returns and payments are due immediately upon cessation of business for any reason.
 (See Sec. 3.25.060 (a) & (b) of Transient Occupancy Ordinance.)
- 6. Add applicable penalties and interest if delinquent. (See Part B above)

PHONE: (408) 615-2310