



**KEITH KNOX**  
ACTING TREASURER AND TAX COLLECTOR

**COUNTY OF LOS ANGELES  
TREASURER AND TAX COLLECTOR  
TRANSIENT OCCUPANCY TAX  
OVER THIRTY DAY STAY  
EXEMPTION APPLICATION FORM**

Board of Supervisors  
**HILDA L. SOLIS**  
First District  
**MARK RIDLEY-THOMAS**  
Second District  
**SHEILA KUEHL**  
Third District  
**JANICE HAHN**  
Fourth District  
**KATHRYN BARGER**  
Fifth District

The Los Angeles County Code, Section 4.72.070 L., 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 a written 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.

**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) consecutive days and I am therefore not considered a transient for the purposes of the Transient Occupancy Tax. 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: \_\_\_\_\_

**TO BE COMPLETED BY OPERATOR**

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

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

Name of Hotel/Motel: \_\_\_\_\_ Room No.: \_\_\_\_\_

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

Name of Hotel/Motel Operator (print): \_\_\_\_\_

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

The completed Transient Occupancy Tax Over Thirty Day Stay Exemption Application Form is to be kept with the operator and be made available for inspection by the Treasurer and Tax Collector. (Sec. 4.72.070).

The Los Angeles County Transient Occupancy Tax is codified in Title 4, Chapter 4.72 of the Los Angeles County Code. Refer to <http://www.municode.com/library/CA/Los Angeles County>.

For more information, please refer to the TOT website at <https://tc.lacounty.gov/tot/>.