



# COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

## TRANSIENT OCCUPANCY TAX (TOT) APPLICATION FOR REGISTRATION CERTIFICATE

**KEITH KNOX**

ACTING TREASURER AND TAX COLLECTOR

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

### Business Information

<b>Business Name</b>			
<b>Doing Business As</b> (if applicable)			
<b>Property Address</b>			
<b>Date business started operating</b>		<b>County Business License #</b> (if applicable)	

### Type of Transient Occupancy Property (check one)

<input type="checkbox"/>	<b>Hotel/Motel</b>	Total # of Rental Units _____ Operating a hotel/motel requires a County of Los Angeles Business License.
<input type="checkbox"/>	<b>Residence</b>	# of Renters <input type="checkbox"/> 1-4 <input type="checkbox"/> 5+ Renting a residence to 1-4 persons requires completion of an Affidavit of Agreement to Limit Short-Term Rental Activity. Renting a residence to 5 or more persons requires a County of Los Angeles Business License.
<input type="checkbox"/>	<b>Other</b> (please specify)	

### Owner Information

<b>Owner Name</b>			
<b>Mailing Address</b> (if different from business)			
<b>E-mail Address</b>		<b>Phone Number</b>	

### Certification

<i>By signing below, I declare under penalty of perjury under the laws of the State of California, that the information above is true and correct; that I have reviewed all the requirements regarding renting to transients; that I understand the procedures for remitting such tax to the County each month; that I have all necessary rights to rent my space; and that I will follow all applicable laws and regulations, including building and health and safety codes.</i>			
<b>Signature of Owner</b>		<b>Date</b>	

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**IMPORTANT INFORMATION**

If you have any questions regarding this form or TOT in general, please call (213) 893-7984, Monday-Friday, 8:00 a.m. to 4:00 p.m. PT, or email us at [tot@ttc.lacounty.gov](mailto:tot@ttc.lacounty.gov). You may also visit the TOT website at <https://ttc.lacounty.gov/tot/>.

If you have any questions regarding business licenses, please contact the Revenue and Enforcement Division – Business License Section at (213) 974-2011 or via email at [businesslicense@ttc.lacounty.gov](mailto:businesslicense@ttc.lacounty.gov). You may also visit the business license website at <https://ttc.lacounty.gov/business-license-general-information/>.

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**FOR TTC USE ONLY**

Received by \_\_\_\_\_ Date \_\_\_\_\_

<input type="checkbox"/>	<b>Approved</b>	Location _____ Account # _____
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<input type="checkbox"/>	<b>Denied</b>	Reason: _____
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Processed by \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Manager Approval \_\_\_\_\_ Date \_\_\_\_\_

Please return this application to:

**LOS ANGELES COUNTY TREASURER AND TAX COLLECTOR  
500 W TEMPLE STREET, ROOM 462  
LOS ANGELES, CA 90012  
ATTN: MISCELLANEOUS REVENUE UNIT**