



**KEITH KNOX**  
TREASURER AND TAX COLLECTOR

# COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR TRANSIENT OCCUPANCY TAX DESIGNATED EXEMPTIONS 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, Chapter 4.72 Transient Occupancy Tax, Section 4.72.060 Exemptions, states "If a proper claim for exemption is made a tax shall not be imposed." The following designations are considered exempt: emergency shelter referrals by Los Angeles County, County-affiliated, or State agencies, including, but not limited to, referrals from the Los Angeles County Department of Public Social Services, the Department of Children and Family Services, the Los Angeles Homeless Services Authority, and the State Department of Corrections and Rehabilitation; any Federal or State employee on official business; any officer or employee of a foreign government; and, any Red Cross, Amtrak, US Postal Service, Federal Credit Union and Insurance Company employee serving on official business.

If you meet the above criteria and are exempt from the tax, file this Application Form and state those facts, declared under penalty of perjury, which qualify you for the exemption. An exemption shall not be granted to any transient except upon the submission of this Application Form made at the time rent is collected.

Please check off and initial the appropriate designation:

<input type="checkbox"/>	Amtrak	<input type="checkbox"/>	<input type="checkbox"/>	Foreign Government Agency	<input type="checkbox"/>
<input type="checkbox"/>	Emergency Shelter Referral	<input type="checkbox"/>	<input type="checkbox"/>	Insurance Company	<input type="checkbox"/>
<input type="checkbox"/>	Federal Credit Union	<input type="checkbox"/>	<input type="checkbox"/>	Red Cross	<input type="checkbox"/>
<input type="checkbox"/>	Federal or State of California employee	<input type="checkbox"/>	<input type="checkbox"/>	US Postal Service	<input type="checkbox"/>

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

Signature of person claiming exemption: \_\_\_\_\_

Print Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Check in Date: \_\_\_\_\_ Check out Date: \_\_\_\_\_

Signature of Hotel/Motel Operator: \_\_\_\_\_

DBA/Address: \_\_\_\_\_

The completed Transient Occupancy Tax Designated Exemption Application Form is to be kept with the operator and be made available for inspection by the Treasurer and Tax Collector. (Sec. 4.72.090).

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://ttc.lacounty.gov/tot>.