

**TRANSIENT OCCUPANCY TAX
SHORT-TERM VACATION RENTAL**

Use this form to report Transient Occupancy Tax collected for a short-term vacation rental. A separate return must be submitted for each month. In lieu of this form, you may report and pay online at: www.cityofventura.ca.gov/TOTPayment

Property Owner: _____
Property Name: _____
Property Address: _____
City: _____ State: _____ Zip Code: _____

STVR Permit #: _____
Month Covered: _____
Due Date: _____
Delinquent Date: _____
Days Occupied: _____

(1)	TOTAL RENT COLLECTED FOR THE MONTH:	\$
(2)	RENT EXEMPT FROM TRANSIENT OCCUPANCY TAX:	\$
(3)	TAXABLE RENTS: Subtract line 2 from line 1	\$
(4)	TOT TAX: 10% of Line 3	\$
(5)	PENALTIES: See below for calculation instructions	\$
(6)	INTEREST: See below for calculation instructions	\$
(7)	TOTAL TAX DUE: Add lines 4, 5, and 6	\$

OFFICE USE ONLY	PMD _____
	CHECK AMT _____
	CHECK NO. _____

"I declare under penalty of perjury under the laws of the State of California, that the foregoing is true and correct."

Signature of Property Owner or Agent

Date

Print Name

Title

Line 2 - RENT EXEMPT FROM TRANSIENT OCCUPANCY TAX

Any exemption from rent must include a filing of the Exemption Claim Form - Transient Occupancy Tax. If the exemption is due to a stay of 30 days, or longer, include a copy of the lease agreement.

If your Transient Occupancy Tax is paid ON OR AFTER the Delinquent Date, you must include penalties and interest which shall be calculated as follows:

Line 5 - PENALTIES

- 10% of line 4, if filed within 30 days of the Delinquent Date.
- 20% of line 4, if filed more than 30 days after the Delinquent Date.

Line 6 - INTEREST

- ½ % of line 4 for each month, including partial month, after the Delinquent Date.

IMPORTANT NOTES:

\$0 Rents Collected - You must file this form even if you have not collected any rents for the given month.

Postmark Date - Payment must be postmarked by U.S. Postal Service prior to the Delinquent Date.

RETURN THIS FORM WITH PAYMENT

Business Tax Office: 501 Poli Street Room 107, Ventura, CA 93001
Ph: 805-658-4715 ▪ Fax: 805-653-0634 ▪ Email: BL@cityofventura.ca.gov