

**HOTEL/MOTEL TRANSIENT OCCUPANCY TAX WAIVER  
EXEMPTION CLAIM FOR GOVERNMENT AGENCIES**

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

EMPLOYED BY: TEHAMA COUNTY DEPARTMENT OF EDUCATION  
1135 Lincoln Street  
Red Bluff, CA 96080  
530-527-5811

MOTEL/HOTEL: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

This is to certify that I, the undersigned, am a representative of the government agency indicated above; that charges for the occupancy at the above establishment on the dates set forth have been, or will be paid for by such government agency, and that such charges are incurred in the performance of my official duties as a representative or employee of such government agency.

*I hereby declare under penalty of perjury that the foregoing statement is true and correct.*

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**INSTRUCTIONS TO EMPLOYEE:**

Please complete the above and present to the hotel/motel at the time of registration.

**INSTRUCTIONS TO HOTEL/MOTEL:**

Retain this for your files to substantiate your reports.

**EXEMPTIONS**

NO TAX SHALL BE IMPOSED UPON:

- (a) Any person as to whom, or any occupancy as to which, it is beyond the power of the City or County to impose the tax herein provided;
- (b) Any Federal, State of California, or Political Subdivision of the State Officer or Employee when on official business;
- (c) Any Officer or Employee of a foreign government who is exempt by reason of express provision of Federal law or international treaty.

No exemption shall be granted except upon a claim therefore made at the time rent is collected and under penalty of perjury upon a form prescribed by the tax administrator.

**TO THE REGISTRATION DESK EMPLOYEE OF THE HOTEL OR MOTEL:**

If you have any questions granting this Transient Occupancy Exemption to this Tehama County Department of Education employee, please telephone the local City or County Collector to whom you pay Transient Occupancy Tax for approval.