

City of Mission Viejo

Transient Occupancy Tax Return

Treasury Department

Remittance should be payable to **City of Mission Viejo**
200 Civic Center, Mission Viejo, CA 92691

Tax is due at the end of the month following the quarterly reporting period

Reporting Period (Months)

1. Gross Rent for Occupancy of Rooms		\$ _____
2. Rent upon which no tax was collected for (a) occupancy by permanent residents and/or (b) period of occupancy over 30 days by written agreement. (If none, enter "none")	\$ _____	
3. Exemptions (Sec. 3.25.040) (If none, enter "none")	\$ _____	
4. Total Allowable Deductions (Total of Lines 2 & 3)		\$ _____
5. Taxable Rents: (Line 1 Minus Line 4)		\$ _____
6. Tax: 8% of Line 5		\$ _____
7. Credits		\$ _____
8. Tax Payable with this return (Line 6 Minus Line 7)		\$ _____
9. Penalty, if applicable (Sec. 3.25.080)		\$ _____
10. Interest, if applicable (Sec. 3.25.080)		\$ _____
11. Total Amount Due (Total of Lines 8, 9 & 10)		\$ _____

I declare, under penalty of perjury, that to the best of my knowledge and belief, the statements herein are true and correct.

HOTEL Name or Home Address _____
Signed _____
Title _____
Contact _____