REQUEST FOR TOT EXEMPTION FOR UNITED STATES GOVERNMENT EMPLOYEES AND THEIR INSTRUMENTALITIES
(City of Davis Municipal Code, Article 15.05.030)

This form is to be completed in full by persons claiming exemption for the Transient Occupancy Tax of the City of Davis. Any exemption applies only to those days during which you are engaged in business for your employer and not to other days of your occupancy. Please print the information requested below.

Name/Title: ____________________________________________________________

Work Telephone Number: ______________________________________________

Government Entity (Employer): __________________________________________

Employer Address: _____________________________________________________

(Include City, State, Zip)

Purpose of Stay: _______________________________________________________

Date(s) and Location of Event (if applicable): ________________________________

Hotel Name and Location: _______________________________________________

Date(s) of Hotel/Motel Stay: _____________________________________________

Supervisor’s Name and Telephone Number: ________________________________

Documentation Used for Proof of Employment: ____________________________

I certify under penalty of perjury that the above information is correct and that the purpose of the above mentioned stay was for official Federal or State of California government business. If this stay is used, in whole or in part, for non-business purposes, I shall be liable for payment of the applicable Transient Occupancy Tax of the City of Davis for my occupancy on such non-business days.

________________________________________  __________________________
Signature of Occupant                      Date