

# City of Sand City

## Transient Occupancy Tax (TOT) Return

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Every person providing transient lodging for remuneration in the City of Sand City must collect a tax of twelve percent (12%) on the rent paid, unless that rent qualifies for exclusion or exemption. This tax is due and payable to the City monthly, on or before the 15th day of the month following the close of each tax period. Failure to pay the amount prior to the due date will result in penalties and interest on the tax due per Sand City Municipal Code Chapter 3.24.

Permit Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Number of Nights Property Rented During Period: \_\_\_\_\_

For Period Ending: \_\_\_\_\_ Year: \_\_\_\_\_

This return is subject to audit:

- |    |   |          |
|----|---|----------|
| 1. | Gross Rent Paid for Lodging   | \$ _____ |
| 2. | Excluded Rent-Term (>30 days)   | \$ _____ |
| 3. | Net Taxable Rent (subtract line 2 from line 1)  | \$ _____ |
| 4. | Tax (12% of line 3)   | \$ _____ |
| 5. | Penalty (add 10% of line 5 if 1-30 days past due,<br>20% of line 5 for greater than 30 days past due) | \$ _____ |
| 6. | Interest (add 0.5% of line 5 for each month delinquent)   | \$ _____ |

TOTAL AMOUNT DUE \$ \_\_\_\_\_

*I declare under penalty of perjury that the information provided in this return is true and correct to the best of my knowledge.*

\_\_\_\_\_  
*Signature of Property Owner or Agent*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Title*

*Make check payable to "City of Sand City" & remit payment to: City of Sand City, 1 Pendergrass Way, Sand City, CA 93955*