



CITY of CALABASAS

City of Calabasas Monthly Transient Occupancy Tax Return

You are required to complete this return and pay the tax pursuant to the City of Calabasas Ordinance 2006-229 § 3, 2006: Ord. 95-94 § 2 (part), 1995. This return, accompanied by your remittance and exemption claims, must be filed with the Tax Collector's office on or before the last day of each month following the month in which the tax was collected.

Business Name: _____
Owner/Manager: _____
Mailing Address: _____
City, State, Zip: _____

THIS RETURN IS FOR THE PERIOD OF _____
Month & Year

1	Gross Rent for Occupancy of Rooms		\$
2	Over 30 day Occupancy Exemption	\$ ()	
3	Federal & State Government Exemptions	\$ ()	
4	Total Exemptions and Adjustments (Add lines 2+3)		\$ ()
5	Taxable Rents (Subtract line 4 from line 1)		\$
6	Tax: (12% of line 5)		\$
7	Penalty: 1-30 days late (10% of line 6)		\$
8	Penalty: Over 30 days late (additional 10% of line 6)		\$
9	Interest: (Amount on line 6 x 1.5% per month or fraction thereof)		\$
10	Total Tax Due: (Add line 6 through line 9)		\$

Payment is due on or before the last day of each month following the month in which the tax was collected.

A penalty of 10% will be added starting the day after the due date. If delinquent more than 30 days, an additional 10% penalty will be added. In addition to the penalties imposed, any operator who fails to remit any tax imposed by this municipal code shall pay interest at the rate of one and one-half percent per month or fraction thereof on the amount of the unpaid tax, exclusive of penalties, from the date on which the remittance first became delinquent until the date of payment.

I declare, under penalty of perjury, that the information contained herein is true and correct to the best of my knowledge.

Signature _____ Title _____ Phone _____ Date _____

Please provide supporting documents for any exemption claims and return this form with your check payable to the City of Calabasas.
Mail your tax return to: City of Calabasas
Finance Department
100 Civic Center Way
Calabasas, CA 91302