



City of Mt. Shasta, California Transient Occupancy Tax (TOT) – Weekly Reporting

File a form even if there is no tax due. Add penalties and interest when filing and paying late.

Name of Hotel, Motel or Vacation Home: _____

Address: _____

Reporting Period – Week Ending: _____

1. Gross Rent for Occupancy of Rooms: \$ _____

ALLOWABLE DEDUCTIONS

2. Rent from Permanent Residents \$ _____
(Transients who complete 31 consecutive days,
qualify as a permanent resident)

3. Allowance from prior reports for permanent residents
\$ _____ x 10% = \$ _____

4. Total Deductions: Line 2 plus Line 3 \$ _____

5. Taxable Rents: Line 1 minus Line 4 \$ _____

6. Tax: 10% of Line 5 \$ _____

7. Siskiyou County Tourism Improvement District (SCTID)
Two percent (2%) of Line 5 – Exemption: Two percent
(2%) of bookings prior to July 1, 2015 \$ _____

8. Penalty for Late Payment - If Applicable
(Payment becomes delinquent on the first day of the
month following the close of the reporting period)

A. Penalty: 10% of Line 6 \$ _____

Plus additional 10% Penalty after 30 days

B. Interest: ½ of 1% of Line 6 per month \$ _____

9. TOTAL TAX AND PENALTY (Lines 6, 7, 8A and 8B) \$ _____

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

SIGNATURE _____ **DATE:** _____

TITLE _____

Please make check or money order payable to the City of Mt. Shasta, and mail with original form to: City of Mt. Shasta, 305 N. Mt. Shasta Boulevard, Mt. Shasta, California 96067.

Report any change in ownership, suspension or disposal of business immediately, in writing, to the City of Mt. Shasta.

Questions regarding completion of this form or current requirements for filing TOT returns with the City of Mt. Shasta may be directed to the Finance Department at (530) 926-7510.