



Transient Occupancy Tax (TOT) Reporting & Remittance Form-2019

Use this form to report and remit TOT for one of the following businesses: hotels and motels, bed and breakfasts, vacation rentals, and home stays.
Use one form per property. If submitting for multiple Vacation Rental units use the TOT Form for Multiple Vacation Rentals.

Registration Certificate/Vacation Rental or Home Stay License # : Vacation Rental example: 1234-VR-19
NOTE: All of these license types must be renewed annually.

Business/Licensee Name (or Owner Name for Short-Term Rental):

Business/Short-Term Rental Street Address and Unit #:

Assessor Parcel Number (APN):
(From your Property Tax Bill)

Mail this form and your tax remittance to:

City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Owner Name (if not above):
Owner's Address:
Owner's City, State, Zip:
Property Manager, if applicable:

Pursuant to Carpinteria Municipal Code Chapter 3.20, this form must be completed for each license and submitted with payment on or before the last day of the month following the close of each calendar quarter or at the close of any shorter reporting period which may be established by the City Clerk, see table below. TOT remittance forms are due even in quarters where no taxes are due. Failure to submit TOT forms every quarter may result in non-renewal of license due to non-compliance with City regulations.

TOT Remittance Calendar

IMPORTANT: ✓ Check the quarter for which you are submitting TOT:	Mandated TOT Reporting Period:	TOT Remittance Due	Internal Use Only: FY Qtr
	Jan. 1 – Mar. 31	Apr. 30	Q3
	Apr. 1 – Jun. 30	Jul. 31	Q4
	Jul. 1 – Sep. 30	Oct. 31	Q1
	Oct. 1 – Dec. 31	Jan. 31	Q2
	Other (e.g. back TOT owed)		--

Calculate Your Tax:

A. Enter the total rents received for the period. (Includes cleaning fees collected, and includes rents collected for 30+ day occupants)	\$
B. Allowable deductions (see below)**	\$
C. Subtract line B from line A	\$
D. Enter 12% of the amount on line C	\$
E. Enter 10% of line D if paid after due date (for each month past due)	\$
F. ENTER TOTAL AMOUNT REMITTED (add lines D and E)	\$

**ALLOWABLE DEDUCTIONS: Rents received for rooms occupied for more than thirty days by the same tenant by prearranged written agreement. See CMC Chapter 3.20 UNIFORM TRANSIENT OCCUPANCY TAX for complete information.

I certify under penalty of perjury that all information in this report is, to the best of my knowledge, true, correct and complete:

Prepared by / Signed: Print name:

Date: Phone: () Email:

QUESTIONS REGARDING TRANSIENT OCCUPANCY TAX?

For Commercial Businesses please contact LicetteM@ci.carpinteria.ca.us or phone (805) 755-4448
For Short Term Rentals please contact STR@ci.carpinteria.ca.us or phone Lorena Esparza at (805) 755-4410