



# COUNTY OF SACRAMENTO DEPARTMENT OF FINANCE TAX COLLECTION AND LICENSING

700 H Street, Room 1710, Sacramento, California 95814  
P.O. Box 508, Sacramento, California 95812-0508  
phone (916) 874-7844 • fax (916) 874-8909 • [www.finance.saccounty.net](http://www.finance.saccounty.net)

## TRANSIENT OCCUPANCY TAX REGISTRATION

The Sacramento County Transient Occupancy Tax ordinance requires certain additional information beyond that which is collected as part of the General Business License process. Please complete the information requested and return this form to: Report and Account Services – TOT, 700 H Street, Room 1710, Sacramento, CA 95814 or by fax to (916) 874-8909.

If you have any questions about this form, the Transient Occupancy Tax, or the Sacramento Tourism Marketing District Assessment, please call us at 916-874-7844.

1. General Business License No. \_\_\_\_\_
2. Business Name \_\_\_\_\_
3. Business Address \_\_\_\_\_  
\_\_\_\_\_
4. Mailing address for Transient Occupancy Tax/Sacramento Tourism Marketing District Assessment documents (if different).  
\_\_\_\_\_  
\_\_\_\_\_
5. Date current operator started operations \_\_\_\_\_
6. Person responsible for Transient Occupancy Tax/Sacramento Tourism Marketing District Assessment forms:  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
E-Mail \_\_\_\_\_
7. Additional information required:  
No. of Rooms: \_\_\_\_\_ Rate: \_\_\_\_\_  
\_\_\_\_\_ @ \_\_\_\_\_  
\_\_\_\_\_ @ \_\_\_\_\_  
Estimated Gross Room Rentals, First Year: \_\_\_\_\_

Prepared by: \_\_\_\_\_

(Signature)

\_\_\_\_\_  
(Print Name and Title)