

**REQUEST FOR TOT EXEMPTION FOR FEDERAL
GOVERNMENT EMPLOYEES AND THEIR INSTRUMENTALITIES**

This form is to be completed in full by persons claiming exemption from the Transient Occupancy Tax (TOT) of the City of San Diego. Any exemption applies only to those days during which you are engaged in business for your employer. Please print the information requested below.

Name/Title: _____

Work Telephone Number: _____

Federal Government Entity (Employer): _____

Employer Address: _____
(Include City, State, Zip)

Purpose of Stay: _____

Date(s) and Location of Event (if applicable): _____

Hotel Name and Location: _____

Date(s) of Hotel/Motel Stay: _____

Supervisor's Name and Telephone Number: _____

I certify under penalty of perjury that the above information is correct and that the purpose of the above mentioned stay was for official Federal or State of California Government business. If this stay is used, in whole or in part, for non-business purposes, I shall be liable for payment of the applicable TOT to the City of San Diego for my occupancy on such non-business days.

Signature

Date

Proof of government employment verified by Hotel/Motel Operator or designee.

Signature of Hotel/Motel Operator or designee

Date