CITY TREASURER
C/O Business Tax Office
P.O. Box 99, Ventura, CA 93002-0099
Phone: (805) 658-4773● Fax: (805) 653-0634

VENTURA
SHORT-TERM VACATION RENTALS

Monthly Return of Rents Collected

TRANSIENT OCCUPANCY TAX
Short Term Vacation Rental

Dear Short Term Vacation Rental Owner:

Please complete this form to declare the total gross rents collected on behalf of the City of Ventura for the preceding month. A separate return must be submitted for each month.*

1. Enter total number of days that the rental unit was occupied during the month.
2. Enter total rent collected for the month, tax-exempt rents, and calculate tax on taxable rents.
3. Compute PENALTIES as follows:
   - 10% of Line 4 if paid within 30 days AFTER delinquent date:
   - 20% of Line 4 if paid more than 30 days AFTER delinquent date.
4. Compute interest at ½% of Line 4 for each month or fraction of month after delinquent date.
5. If rental ceases to be offered as a Short-Term Vacation Rental, file a Closing Return and pay tax due.
6. Payment must be postmarked by U.S. Postal stamp prior to the Delinquent Date. If the delinquent date falls on a weekend or national holiday, payment is due on the first working day thereafter.

*NOTE: Any month that the property was not rented shall be reported indicating $0 rents collected and $0 taxes due. Any occupancy longer than 30 days shall be reported showing the total amount collected for the 30-day stay as Rent exempt from TOT and deducted from the total rents collected. All exemptions must be verified by a completed exemption claim form, copy of lease agreement, or written statement of explanation.

RETURN THIS FORM WITH PAYMENT

City of Ventura ● Business Tax Office

TRANSIENT OCCUPANCY TAX RETURN
Short Term Vacation Rental

Property Owner: _____
Property Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____

STVR Permit # : _____
Month Covered: January 2016
Due Date: Feb 29, 2016
Delinquent Date: March 1, 2016
Days Occupied: _____

PROPERTY ADDRESS:		
TOTAL RENT COLLECTED FOR MONTH:	**(1)**	**$**
RENT EXEMPT FROM TRANSIENT OCCUPANCY TAX:	**(2)**	**$**
TAXABLE RENTS: *Line 1 minus Line 2*	**(3)**	**$**
Tax: *10% of Line 3*	**(4)**	**$**
PENALTIES: ***See above for calculation instructions***	**(5)**	**$**
INTEREST: *See above for calculation instructions*	**(6)**	**$**
Total Tax Due: *(add Lines 4+5+6)*	**(7)**	**$**

"I declare under penalty of perjury under the laws of the State of California, that the foregoing is true and correct."

_____
Signature of Property Owner or Agent Date

_____
Print Name Phone Number

OFFICE USE ONLY	PMD_____
	CHECK AMT_____
	CHECK NO._____