

City of Novato

Quarterly Tax Return

Transient Occupancy Tax



Non-receipt of this form by you will not relieve you of penalties.

Hotel/Motel: _____ Quarter Ending: _____

Address: _____ # of Rooms Rented During the Period _____

of Rooms Available During the Period _____

1. Total Rental Income \$ _____

Allowable Deductions

2. Permanent Residents \$ _____

3. Exemptions, Ord. #275, Sec. 4 _____

4. TOTAL EXEMPTIONS _____

5. Taxable Rents (Line 1 minus Line 4) _____

6. 12% Transient Occupancy Tax (TOT) _____

7. 2 % Tourism Bid Tax _____

8. TOTAL TAX \$ _____

9. Penalty Due if not Paid by Delinquent Date _____

10. TOTAL **\$ _____**

I certify under penalty of perjury, that the foregoing statements are true and correct:

Signature _____

Date _____

Title _____

PLEASE MAKE CHECKS PAYABLE TO CITY OF NOVATO

(TOT Processing Center - 8839 N. Cedar Ave. #212, Fresno CA 93720 - Email: novatoTOT@hdlgov.org)

Quarterly Tax Schedule:

Quarterly Ending	Due Date	Delinquent if not received or postmarked by:
March 31	April 1	April 30
June 30	July 1	July 31
September 30	October 1	October 31
December 31	January 1	January 31

PENALTY of ten percent (10%) is added for failure to make payment by the delinquent date of the return. An additional ten percent (10%) is added if the return and payment is not filed within 30 days of the delinquent date of the return. Interest at the rate of 1/2 of 1% per month accrues from the delinquent date of the return.