



# CITY OF HAWTHORNE

4455 W. 126<sup>TH</sup> STREET, HAWTHORNE, CA 90250

## TRANSIENT OCCUPANCY TAX RETURN

<b>PURPOSE:</b>	<ul style="list-style-type: none"><li>Pursuant to Hawthorne Municipal Code Section 3.40, Transient Occupancy Tax, each operator of a hotel shall make a return to the tax administrator of the total rents charged and received and the amount of tax collected for transient occupancies and remit said tax to the Tax Administrator of the City of Hawthorne. Please refer to H.M.C. Section 3.40 for a complete description of requirements.</li></ul>
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**Hotel Name and Address (please include phone number with area code):**

<b>Reporting Period:</b> (please circle one)	<b>Month</b>	<b>Quarter</b>	<b>Period Covering</b> (Month/Quarter, Year):	
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<b>1. Gross Rents for Occupancy of Rooms:</b>	\$
<b>2. Less: A. Permanent Residents</b> <b>B. Government Employee on Official Business</b>	\$
<b>3. Taxable Rents: (subtract line 2A/2B from line 1):</b>	\$
<b>4. 12% Tax Due (multiply line 3 x 0.12)</b>	\$
<b>5. Penalties and Interest Due (if not filed in accordance with H.M.C. Sections 3.40.100 through 3.40.110, inclusive).</b>	\$
<b>7. Total Tax Due (add lines 4 and 5)</b>	\$

I, the undersigned, declare under penalty of perjury that all information provided herein is true, correct, and complete to the best of my knowledge.

### CERTIFICATION:

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name and Title**

\_\_\_\_\_  
**Date**

### REMIT PAYMENT TO:

City of Hawthorne  
Licensing Department  
4455 W. 126<sup>th</sup> Street  
Hawthorne, CA 90250

**CHANGE OF OWNERSHIP, SUSPENSION, OR DISPOSAL OF BUSINESS MUST BE REPORTED IMMEDIATELY TO THE TAX ADMINISTRATOR.**