



Transient Occupancy Tax

Permanent Resident/Guest Exemption Certificate

This form is to be completed by the resident/guest staying more than 31+ days requesting an exemption from Windsor's Municipal Code, Revenue and Taxation section 2-3-205 Exemptions of the Windsor Transient Occupancy Tax Code.

The operator, as defined under Article 1 Section 2-3-100 of the Revenue and Taxation Code, must retain this completed form and supporting documents for five years.

https://library.municode.com/ca/windsor/codes/code_of_ordinances?nodeId=TITIIRETA_CH3TROCTA

Name of Operator:	
Address: (Number & Street) (City, State, Zip)	
Exemption: Permanent Resident for at least 31+ consecutive days	
Dates of Occupancy: (Check In:) (Check Out:)	Amount Paid for the Room: \$
Resident/Guest Name: (First) (Last)	
Resident/Guest Address: (Number & Street) (City, State, Zip)	
Resident/Guest Telephone #: ()	Driver's License: (State) (Number)
Resident/Guest Suite Number:	
<i>I hereby declare under penalty of perjury that I am a resident/guest as indicated above and that the foregoing facts and statements are true and correct.</i>	
Executed at: (City) (State)	
Signature:	Date:
NOTE: In all cases in which the tax is not collected by the operator, the operator shall be liable to the Revenue Department in the Town of Windsor for the tax due on the taxable rent received for the rental as though the tax had been paid by the occupant.	
TO BE COMPLETED BY OPERATOR/STAFF This exemption is not valid unless copies of the lease contract/agreement or proof of payment (non-refunded) for at least 30 days of continuous occupancy are attached. Verified by: Print Employee's Name Employee's Signature Date	