



CITY OF GLENDALE, CALIFORNIA

Finance

141 N. Glendale Ave., Suite 346

Glendale, CA 91206-4975

Tel. (818) 548-2085 Fax (818) 956-3286

glendaleca.gov

**Application for Transient Occupancy
Registration Certificate**

<i>For Office Use Only</i>	
Certificate No.:	_____
Date Processed:	_____

REGISTRATION INFORMATION	REGISTRATION TYPE		CERTIFICATE TYPE	
	<input type="checkbox"/> New Registration	<input type="checkbox"/> Account Update	<input type="checkbox"/> Hotel/Motel/etc.	<input type="checkbox"/> Other: _____
PROPERTY INFORMATION	NAME OF HOTEL/MOTEL/ETC.			
	ADDRESS			SUITE #
	CITY		STATE	ZIP CODE
	NUMBER OF ROOMS		WEBSITE ADDRESS	
	PHONE NO. ()		ALT. PHONE NO. ()	
	MAILING ADDRESS (if different from above)			APT./SUITE #
	CITY		STATE	ZIP CODE
	OPERATOR INFORMATION	OPERATOR NAME		
ADDRESS			SUITE #	
CITY		STATE	ZIP CODE	
PHONE NO. ()		ALT. PHONE NO. ()		
EMAIL ADDRESS				
OWNER INFORMATION	OWNER NAME			
	ADDRESS			SUITE #
	CITY		STATE	ZIP CODE
	PHONE NO. ()		ALT. PHONE NO. ()	
	EMAIL ADDRESS			

This Transient Occupancy Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Transient Occupancy Tax Ordinance of the City of Glendale by registering with the Tax Administrator for the purpose of collecting from transients the transient occupancy tax and remitting said tax to the Tax Administrator. This certificate does not authorize any person to conduct any unlawful business or to conduct any lawful business any unlawful manner, nor to operate a hotel without strictly complying with all applicable laws, including but not limited to those requiring a permit from any board, commission, department or office of this city. This certificate does not constitute a permit.

PRINT NAME	TITLE
SIGNATURE	DATE