



CITY OF WEST HOLLYWOOD

Application for Transient Occupancy Registration Certificate

REGISTRATION INFORMATION

Registration Type

New Registration

Account Update

Certificate Type

Hotel/Motel/B&B

Vacation Rental

Other - Explain: _____

Effective Date _____

Existing Certificate Number _____

PROPERTY INFORMATION

Mailing Address

Property Name (DBA) _____

Number of rooms _____

Address _____

City, State, Zip Code _____

Phone Number _____

Fax Number _____

Operations Contact Name _____

Ops. Contact Email _____

Financial Contact Name _____

Fin. Contact Email _____

OPERATOR INFORMATION

Mailing Address

Operator Name _____

Contact Name _____

Address _____

City, State, Zip Code _____

Phone Number _____

Fax Number _____

Email Address _____

OWNER INFORMATION

Mailing Address

Same Information as Operator

Owner Name _____

Contact Name _____

Address _____

City, State, Zip Code _____

Phone Number _____

Email Address _____

This Transient Occupancy Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Uniform Transient Occupancy Tax Ordinance of the City of West Hollywood 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 in 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.

Name & Title (Print) _____

Signature _____

Date _____