



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

For Office Use Only

Certificate No.: _____

Date Processed: _____

REGISTRATION INFORMATION	REGISTRATION TYPE <input type="checkbox"/> New Registration <input type="checkbox"/> Account Update		CERTIFICATE TYPE <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