CITY OF MONROVIA
TRANSIENT OCCUPANCY TAX
OVER THIRTY DAY STAY AGREEMENT

The Monrovia Municipal Code, Chapter 3.44.020, defines a transient as any person who exercises occupancy or is entitled to occupancy or is entitled to occupancy by reason of concession, permit, right of access, license or other agreement for a period of 30 consecutive calendar days or less, counting portions of calendar days as full days. Any such person so occupying space in a hotel shall be deemed to be a transient until the period of 30 days has expired, unless there is an agreement in writing between the operator and the occupant providing for a longer period of occupancy.

To qualify, the occupant and the operator must complete his/her respective sections of this Exemption Application Form. *Important – please complete in ink.*

TO BE COMPLETED BY OCCUPANT

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT THE INFORMATION IN THIS FORM IS TRUE AND CORRECT. I understand that by signing this form, I am staying over thirty (30) consecutive days and I am, therefore, not considered a transient for the purposes of the Transient Occupancy Tax. This signed form constitutes an agreement with the operator, but is only valid with the signature of the operator. In the event that I do not stay beyond thirty (30) consecutive days, I am liable to the operator for the Transient Occupancy Tax upon check out.

Signature_____ Date _____

Address _____

TO BE COMPLETED BY OPERATOR

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT THE INFORMATION IN THIS FORM IS TRUE AND CORRECT.

Name of Occupant (print) _____

Name of Hotel _____ Room No. _____

Room Rate _____ Period of Residency (to) _____ (from) _____

Name of Hotel Operator (print) _____

Date _____ Signature _____

The completed Transient Occupancy Tax Over Thirty Day Stay Agreement is to be kept with the operator and be made available for inspection. The City of Monrovia Transient Occupancy Tax is codified in Chapter 3.44 of the Monrovia Municipal Code.