



**City of Aliso Viejo**  
12 Journey, Suite 100  
Aliso Viejo, CA 92656

### Transient Occupancy Tax Return

Tax is due on or before the last day of the month following the close of the quarterly reporting period.

Reporting Period (Quarter)	Current Date
1) Gross rent for occupancy of rooms:.....	
2) Rent upon which no tax was collected:.....	
A. Non-transient:.....	
B. Other exemptions:.....	
3) Total exemptions (Line 2A Plus Line 2B):.....	
4) Taxable rents: (Line 1 Minus Line 3):.....	
5) Tax: 10% of line 4:.....	
6) Credits/Adjustments.....	
7) Tax payable with this return (Line 5 Minus Line 6):...	
8) Penalty ( if applicable ) .....	
9) Total amount due (Total of Lines 7& 8):.....	

**I declare, under penalty of perjury, that to the best of my knowledge and belief, the statements herein are true and correct.**

Hotel: \_\_\_\_\_

Address: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

	Month 1	Month 2	Month 3
A) Total Room Nights Available for Rent:	_____	_____	_____
B) Total Room Nights Occupied:	_____	_____	_____
C) Occupancy Rate (Line B/Line A):	_____	_____	_____

Make checks payable to the City of Aliso Viejo and mail to: 12 Journey, Suite 100, Aliso Viejo, CA 92656 (Attention: Financial Services).