



City of Citrus Heights
6360 Fountain Square Drive
Citrus Heights
California 95621
(916) 725-2448
Fax (916) 725-5799
TDD 7-1-1

www.citrusheights.net

Monthly Transient Occupancy Tax Return

The City of CITRUS HEIGHTS
is committed to providing
high quality, economical,
responsive city services
to our community.

Owner:
Business:
Address:
City/State/Zip:

Reporting Period:
Due Date:
Delinquent Date:

General Information:

- A. File return even though no tax may be due
B. Retain all record substantiating this return for three years
C. Report changes of ownership immediately
D. The tax is due on or before the last day of the month following the reporting period in which the tax was collected. IF THE TAX IS NOT PAID ON OR BEFORE THE DUE DATE, IT BECOMES DELINQUENT. A PENALTY OF 10% PLUS INTEREST OF ONE-HALF OF 1% IS DUE IF THE TAX IS NOT PAID PRIOR TO THE DELINQUENT DATE.

RENTAL REPORTING DATA

- 1. Gross Rent for all Rooms \$_____
Less: Rent from Permanent Residents & Other Exemption \$_____
2. Net Taxable Rent \$_____
3. TAX (12% of Line 2) \$_____
4. Penalty (10% of Line 3) \$_____
5. Interest (One-half of 1% of Line 3) \$_____
6. TOTAL PAYMENT ENCLOSED (Sum of Lines 3, 4 & 5) \$_____

I declare under the penalty of perjury, that the foregoing statements are true, correct, and complete to the best of my knowledge.

Prepared By Title Phone Date

Please mail completed form and payment to:

City of Citrus Heights, Finance Department, 6360 Fountain Square Drive, Citrus Heights, CA 95621

(For office use only: Account #100-12-199-41230)