### Transient Occupancy Tax (TOT) Statement

1A. Gross Rent for Occupancy

1B. Parking charges paid by registered guests included in Line 1A

### Exemptions

2A. Rent for Occupancy by Permanent Residents

2B. Rent for Occupancy by Exempt Corporations or Associations

2C. Rent for Occupancy where charge is less than $52/Day or $130/Week (as of October 1, 2019). Prior periods: less than $40/Day or $100/Week

2D. Rent for Occupancy by Government Employees on Official Business

3. Total Exemptions (total of Lines 2A, 2B, 2C, 2D)

4. Taxable Rent (Line 1A minus Line 3)

5. Transient Occupancy Tax Due (14% of Line 4)

### Additional Charges if Delinquent: [https://sftreasurer.org/business-tax-penalties-and-interest](https://sftreasurer.org/business-tax-penalties-and-interest)

6A. Late Filing Penalty

6B. Late Payment Penalty

6C. Interest

6D. Administrative Fee

7. Total Payment Due (total of Lines 5, 6A, 6B, 6C, 6D)

### Daily Room Statistical Reporting

<table>
<thead>
<tr>
<th>Average Number of Transient Rooms</th>
<th>Average Number of Permanent Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average Daily Transient Rate</td>
<td>Average Daily Permanent Rate</td>
</tr>
<tr>
<td>Average Daily Transient Occupancy Rate</td>
<td>%</td>
</tr>
</tbody>
</table>
Tourism Improvement District (TID) Statement

1A. Charges for Guest Rooms as per the TID Management District Plan
1B. Charges for Additional Guests as per the TID Management District Plan
1C. Charges for Guaranteeing Room Availability as per the TID Management District Plan
2. Total Charges for Guest Rooms (sum of Lines 1A, 1B and 1C)

Exemptions

3A. Revenue from Occupancy by Permanent Residents
3B. Revenue from Occupancy by Exempt Corporations or Associations
3C. Revenue from Occupancy where charge is less than $52/Day or $130/Week
3D. Revenue from Occupancy by Airline Crews
4. Total Exemptions (sum of Lines 3A, 3B, 3C, and 3D)
5. Total TID Revenue from Guest Rooms (Line 2 minus Line 4)
6. If Hotel is in Zone 1 – Line 5 is multiplied by 1.25%. If Hotel is in Zone 2 – Line 5 is multiplied by 1.00%

Additional Charges if Delinquent: [https://sftreasurer.org/business-tax-penalties-and-interest](https://sftreasurer.org/business-tax-penalties-and-interest)

7A. Late Filing Penalty
7B. Late Payment Penalty
7C. Interest
8. Total Payment Due (sum of Lines 6, 7A, 7B, 7C)
### Moscone Expansion District (MED) Statement

1A. Charges for Guest Rooms as per the MED Management District Plan (from Line 1A on TID form)

1B. Charges for Additional Guests as per the MED Management District Plan (from Line 1B of TID form)

1C. Charges for Guaranteeing Room Availability as per the MED Management District Plan (from Line 1C of TID form)

2. Total Charges for Guest Rooms (sum of Lines 1A, 1B and 1C)

#### Exemptions

3A. Revenue from Occupancy by Permanent Residents

3B. Revenue from Occupancy by Airline Crews

3C. Revenue from Guest Rooms located in Youth Hostels owned and operated exclusively by and for non-profit entities

3D. Revenue from Occupancy by Exempt Corporations or Associations

3E. Revenue from Guest Rooms located in non-profit, purely private Social Clubs available only for the use of their members

4. Total Exemptions (sum of Lines 3A, 3B, 3C, 3D and 3E)

5. Total MED Revenue from Guest Rooms (Line 2 minus Line 4)

6. If Hotel is in Zone 1 – Line 5 is multiplied by 1.25%. If Hotel is in Zone 2 – Line 5 is multiplied by 0.3125%

#### Additional Charges if Delinquent:

- 7A. Late Filing Penalty
- 7B. Late Payment Penalty
- 7C. Interest

8. Total Payment Due (sum of Lines 6, 7A, 7B, 7C)

### Preparer Statement

I certify under penalty of perjury that I am the operator/assesssee (including an officer, general partner, member manager, executor, trustee, fiduciary, or other individual with the authority to bind the operator/assesssee), or an agent of the operator/assesssee authorized to sign this form on behalf of the operator/assesssee pursuant to a validly executed Power of Attorney, and I have examined the foregoing tax and assessment statements including any accompanying schedules or worksheets, and the information thereon is, to the best of my knowledge and belief, true and correct, and fully compliant with all the requirements provided in Articles 6 and 7 of the San Francisco Business and Tax Regulations Code, the San Francisco Tourism Improvement District Management District Plan, and the Moscone Expansion District Management District Plan. I acknowledge that I am providing information in response to a request for financial information pursuant to Section 6.5-1 of the San Francisco Business and Tax Regulations Code. I am required by law to complete this form in its entirety and understand this statement is subject to audit.

Preparer:

Signature: ___________________________ Phone: ___________________________

Name: _______________________________ Email: ___________________________

Title: ________________________________

### Payment By Mail

Make check payable to “San Francisco Tax Collector” and mail to: San Francisco Tax Collector, P.O. Box 7425, San Francisco, CA 94120-7425. Include your Business Account Number on your check.

If a check is not honored by the bank, the payment is null and void, and a $50 returned check fee will be charged in addition to penalties.