



Pursuant to Portola Municipal Code Chapter 3.20

Establishment Name:	
Operator Name:	
Location Address:	
Mailing Address:	
City, State, Zip:	
Phone Number:	
Period Covered:	☐ 1st Quarter: January through March ☐ 2nd Quarter: April through June ☐ 3rd Quarter: July through September ☐ 4th Quarter: October through December
Year	

1. Total receipts from room rentals: \$

2. Rooms occupied more than thirty days:	\$
3. Rooms occupied by foreign government employee	\$
4. TOTAL EXEMPTIONS	\$
5. Taxable receipts (Line 1 less line 4)	\$
6. Amount of tax due (9% of line 5)	\$
7. Interest \$ Penalty \$	\$

TOTAL (Remit in full) \$ _____

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: _____

The tax will be delinquent if not paid on or before the last day of the month following the quarter in which it is due. A penalty of 10% will be added after delinquent date and an additional penalty of 10% will be added if delinquent more than thirty days, plus interest of 0.5% per month, or fraction thereof on the amount of tax

Portola, CA 96122