

## TEXAS HOTEL OCCUPANCY TAX EXEMPTION CERTIFICATE

NOTE: This certificate is for business only, not to be used for private purposes, under penalty of law. The hotel operator may request a government ID, business card or other identification to verify exemption claimed. Certificate should be furnished to the hotel or motel. DO NOT send the completed certificate to the Comptroller of Public Accounts. The certificate does not require a number to be valid. Refer to Hotel sec. 3.161 for exemptions.

Check exemption claimed:						
who present a Hotel Ta United States Departr	ax Exemption Photo Identification of States. <b>United States</b>	on Card, and diplomatic personne government employee (state t	el of a foreig	gn government who present tion). Includes US governr	ent agencies, State of Texas officials a Tax Exemption Card issued by the ment employees traveling on officia I employees are exempt from city or	
junior colleges, comm	nunity colleges, independent s		rivate eler	nentary and secondary sch	nclude state and private universities nools of this state and other states n an exemption.	
Name of exempt organization			Org	Organization exempt status (Religious, charitable, educational, governmental)		
Address of exempt organization (Stre	. ,, . ,	supant of this hotel/motel on off	icial busin	ess sanctioned by the exe	empt organization named	
above and that all inform	ation shown on this docume	nt is true and correct.				
sign Guest name (Please print) here				Date		
FOR HOTEL/MOTEL USE C	NLY (OPTIONAL)					
Name of hotel/motel						
Address of hotel/motel (Street and no	umber, city, state, ZIP code)					
Room rate	Local tax	Exempt state tax	Amount paid	ount paid by guest Method of payment		