CITY OF BLUE LAKE

P.O. Box 458, 111 Greenwood Ave
Blue Lake, CA 95525 Phone: 707.668.5655 Fax: 707.668.5916

Transient Occupancy Registration

Please Complete and Return to City Hall

Operation of a Short Term Rental in the City of Blue Lake requires each rental to complete a Transient Occupancy Registration within 30 days of commencing business as such. Once registration is processed, operators will receive a Transient Occupancy Registration Certificate that must be posted in a conspicuous place on the premises.

Property Owner(s): _____

Mailing Address: _____

Phone Number: _____ Alternative Phone Number: _____

Email: _____

Physical Location of Hotel/Motel/Rental: _____

Number of Units/Rooms: _____

Type of Rental: Check one

☐ Full time Short Term Rental

☐ Home Share Short Term Rental (Homeowners rent out no more than one bedroom in their primary residence and is present on site between the hours of 10 p.m and 7 a.m while rented as a short term rental)

☐ Resident Short Term Rental (Operates less than 60 night per year, must be the owners primary residence, the owner does not have to be living at the property while the dwelling is rented as a Short Term Rental)

☐ Hotel Room

I certify under penalty of perjury that the above information is true and correct.

_____ _____

Signature Date

Title III, Chapter 3, Sec. 05.050 Registration of Hotels—Registration Certificate.

Within 30 days after commencing business, each operator of any hotel renting occupancy to transients shall register the hotel with the City Clerk and obtain from him or her a "transient occupancy registration certificate" to be at all times posted in a conspicuous place on the premises. Such certificate shall include, among other things, the following:

A. The name of the operator;

B. The address of the hotel;

C. The date upon which the certificate was issued; and

D. State as follows:

This Transient Occupancy Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Uniform Transient Occupancy Tax Ordinance by registering with the City Clerk for the purpose of collecting from transients the Transient Occupancy Tax and remitting said tax to the City Clerk. This certificate does not authorize any person to conduct any unlawful business or to conduct any lawful business in an unlawful manner, nor to operate a hotel without strictly complying with all local applicable laws, including, but not limited to, those requiring a permit from any board, commission, department or office of this City. This certificate does not constitute a permit.

Sec 05.060 - Reporting and Remitting of Collections

Each operator shall, on or before the last day of the month following the close of each calendar quarter, or at the close of any shorter reporting period which may be established by the City Clerk, make a return to the City Clerk, on forms provided by him or her, of the total rents charged and received and the amount of tax collected for transient occupancies. At the time the return is filed, the full amount of the tax collected shall be remitted to the City Clerk. The City Clerk may establish shorter reporting periods for any certificate holder if he or she deems it necessary in order to insure collection of the tax and he may require further information in the return. Returns and payments are due immediately upon cessation of business for any reason. All taxes collected by operators pursuant to this chapter shall be held in trust for the account of the City until payment thereof is made to the City Clerk.