



11321 Bullis Road  
Lynwood, CA 90262

Hotel/Motel Transient Occupancy Tax (TOT) Waiver  
Exemption Claim for Government Agencies

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Hotel/Motel: \_\_\_\_\_

Location: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

**Certification:**

This is to certify that I, the undersigned, am a representative or employee of the Lynwood Unified School District. The District is an agency of the State of California. The charges for the occupancy at the above establishment on the dates set forth have been, or will be paid for by such governmental agency, and such charges are incurred in the performance of my official duties as a representative or employee of the above-noted governmental agency.

I hereby declare under penalty of perjury that the foregoing statements are true and correct.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

**Instructions to Employee:** Please complete this form and present it to the hotel/motel at the time of registration or reservation if prepaid.

**Instructions to Hotel/Motel:** Please retain this form for your files in order to substantiate your tax report.