

**EXEMPTION CERTIFICATE  
TAX ON OCCUPANCY OF HOTEL ROOMS**

TO BE RETAINED BY OPERATORS OF HOTELS,  
MOTELS, AND SIMILAR ACCOMODATIONS AS  
EVIDENCE OF EXEMPT OCCUPANCY

OPERATORS OF HOTELS, SHOULD NOT ACCEPT  
THIS CERTIFICATE UNLESS THE OFFICER OR  
EMPLOYEE PRESENTING IT SHOWS  
SATISFACTORY CREDENTIALS

\_\_\_\_\_  
Name of Hotel, Apartment Hotel, or Lodging House

DATE \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Address

This to certify that I, the undersigned, am a representative of the United States Governmental department, agency, or instrumentality indicated below; that the charges for the occupancy at the above establishment on the dates set forth below have been or will be paid for by such governmental unit; and that such charges are incurred in the performance of my official duties as a representative of such governmental unit.

**DATES OF OCCUPANCY** \_\_\_\_\_

\_\_\_\_\_  
**(Signature)**

**GOVERNMENTAL UNIT** \_\_\_\_\_

\_\_\_\_\_  
**(Title)**

**Note:** A separate exemption certificate is required for each occupancy and for each representative or employee.