



TOWN OF YOUNTVILLE

Transient Occupancy Tax (TOT) Return

Every person providing transient lodging for remuneration in the Incorporated Town of Yountville must collect a tax of thirteen (13%) on the rent paid, unless that rent qualifies for exclusion or exemption. All allowable exclusions and exemptions must accompany this return form. This tax is due and payable, on or before the last day of the month following the close of period. For failure to pay by the amount prior to the due date, the lodging provider is subject to paying a penalty on the tax due. The initial penalty is ten percent (10%) of the amount due; further delinquency is subject to an additional monthly penalty of ten percent (10% per month), maximum of 20%. The interest rate is one percent (1%) per month or fraction thereof. *Change of ownership, suspension, or disposal of business must be reported to us immediately.*

FILE ONLINE AT: <https://yountville.hdlgov.com>

ACCOUNT NO: _____

PIN: _____

Lodging Establishment Name and Address

Reporting Period (MM / YYYY) _____

Number of Rooms Rented During the Period _____

Number of Rooms Available During the Period _____

This return is subject to audit:

WORKSHEET FOR TOT AND ASSESSMENT

1. Gross Rent Paid for Lodging

1. \$ _____

2. Gross Amount of Unredeemed Gift Cards

2. \$ _____

Allowable Exemptions for:

3. Permanent Residents - Term (>30 days)**

3. \$ _____

4. Foreign government employee

4. \$ _____

5. Total Exemptions (line 3 + 4) (Documentation must be attached)

5. \$ _____

6. NET TAXABLE RENTS (LINE 1+2 minus LINE 5)

6. \$ _____

TRANSIENT OCCUPANCY TAX

7. 12.0% Tax collected for Transient Occupancy (Line 6 x 0.12)

7. \$ _____

8. 1.0% Tax for Measure S (Line 6 x 0.01)

8. \$ _____

9. 2.0% Assessment collected for Napa Valley Tourism Improvement District (Line 6 x 0.02)

9. \$ _____

10. Total TOT and NVTID (LINE 7 + 8 + 9)

10. \$ _____

11. Transient Occupancy Penalty (Line 10 x 0.10, for each month past due, max 2 mos)

11. \$ _____

12. Transient Occupancy Interest (Line 10 x 0.01, for each month past due)

12. \$ _____

Total Amount Due (Add lines 7 - 12)

\$ _____

I declare under penalties prescribed that the information provided in this return is true and correct to the best of my knowledge.

Signature

Date

Print Name

Title

Please make check payable to: **Town of Yountville**

Mail to: **Town of Yountville
TOT Processing Center**

8839 N. Cedar Ave #212 • Fresno, CA 93720

Need assistance? Email us at: Yountville@HdLgov.com Phone: (707) 473-3082

*** Term Exclusion: For stays of more than thirty (30) continuous days, or 30 consecutive days stay. In the absence of a prior written contract, the tax must be collected for the first 30 days.