

**APPENDIX D**

**STD. 236 HOTEL/MOTEL TRANSIENT TAX WAIVER**

The STD. 236 is required to have the Hotel/Motel Transient Occupancy Tax waived, fill out the STD 236 below, submit the form to the Hotel/Motel operator, and keep a copy for your records.

*Please note that not all hotel/motel operators will honor this form as they are not mandated to do so.*

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STATE OF CALIFORNIA

HOTEL/MOTEL TRANSIENT OCCUPANCY TAX WAIVER  
(EXEMPTION CERTIFICATION FOR STATE AGENCIES)  
STD.236 (NEW 9-91)

<b>HOTEL/MOTEL OPERATOR:</b>	<b>RETAIN THIS WAIVER FOR YOUR FILES TO SUBSTANTIATE YOUR REPORTS PARTICIPATION BY OPERATORS IS STRICTLY VOLUNTARY</b>	<b>DATE EXECUTED</b>
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**TO: HOTEL/MOTEL NAME**

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**HOTEL/MOTEL ADDRESS (Number, street, city, state, ZIP code)**

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This is to certify that I, the undersigned traveler, am a representative or employee of the State agency indicted 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 the State of California; and that such charges are incurred in the performance of my official duties as a  
representative or employee of the State of California.

<b>OCCUPANCY DATE(S)</b>	<b>AMOUNT PAID</b> \$
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**STATE AGENCY NAME**

**Department of Developmental Services**

**HEADQUARTERS ADDRESS**

**1215 O Street, MS 7-40, Sacramento, CA 95814**

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**TRAVELER'S NAME (Print or Type)**

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

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<b>EXECUTED AT: (City)</b>	<b>TRAVELER'S SIGNATURE</b>	<b>DATE SIGNED</b>
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