



# CITY OF MONTEBELLO

## Transient Occupancy Tax (TOT) Account Update Form

This form is to be used to update your Transient Occupancy Tax account with the City of Montebello. If there has been a change in ownership, business suspension or closure, please contact us immediately at (323) 248-8614 or email us at [MontebelloTOT@HdL.gov.com](mailto:MontebelloTOT@HdL.gov.com).

ESTABLISHMENT NAME \_\_\_\_\_

BUSINESS LOCATION  
Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

NAME OF TOT PROCESSOR \_\_\_\_\_

MAILING ADDRESS  
Attention \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

BUS. PHONE ( ) - \_\_\_\_\_ EMAIL \_\_\_\_\_

CELL ( ) - \_\_\_\_\_ FAX ( ) - \_\_\_\_\_

OWNERSHIP TYPE  
Select one: Sole Proprietorship, Partnership, LLC, Corporation, Non-Profit, Trust, Other

OWNER/OFFICER  
(If different from Operator) Attach additional pages if multiple owners/officers

MAILING ADDRESS  
Attention \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

PHONE ( ) - \_\_\_\_\_ EMAIL \_\_\_\_\_

TOTAL ROOMS \_\_\_\_\_ AVERAGE \_\_\_\_\_  
FOR RENT \_\_\_\_\_ DAILY RATE \_\_\_\_\_

**CERTIFICATION:** I certify and declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Owner or Agent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date