

City of Richmond
Administrative Manual

**APPLICATION FOR
TRANSIENT OCCUPANCY TAX
REGISTRATION CERTIFICATE**

To apply for a City of Richmond Application for Transient Occupancy Tax Registration Certificate, the following information must be furnished.

Business Name: _____

Business Address: _____

Business Telephone No.: (____)_____

Business Tax Identification No.: _____

Business Owner's Name: _____

Manager's Name: _____

Total Rooms for rent: _____

Effective Date of Business: _____

Signature of Applicant

Date

Title of Applicant