



COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

**MATTHEW JENNINGS
TREASURER-TAX COLLECTOR**

Riverside County Treasurer-Tax Collector

Attn: TOT Desk

P.O. Box 12005

Riverside, CA 92502-2205

(951) 955-0799

Email: rcttctot@rivco.org

TRANSIENT OCCUPANCY TAX REGISTRATION FORM

ORDINANCE NO. 495

DATE: _____

TOT Cert# _____

(To be assigned by the Treasurer-Tax Collector)

If your property is located within the unincorporated **Temecula Valley** and **Idyllwild-Pine Cove** area, it is your responsibility to adhere to the moratorium and any restrictions regarding short term rentals.

OPERATOR (person preparing all TOT documents):

1. Operator Name: _____ Title: _____

2. Operator Mailing Address: _____

3. Operator Phone: _____ *Email Address: _____

*Must be included for courtesy billing reminders.

BUSINESS (name of business whom Operator works for):

4. Not Applicable

5. Business Name: _____

6. Business Type: Individual Corporation Partnership Other _____

7. Business Mailing Address: _____

8. Business Phone: _____

9. Name(s) of Partner(s) or Corporation Officer(s):

Name(s)	Title	Address

OWNER (person who owns the rental property):

10. Same Information as Operator

11. Owner Name: _____

12. Owner Mailing Address: _____

13. Owner Phone: _____

RENTAL PROPERTY:

14. Parcel Identification Number (PIN) of rental unit: _____

15. Unit Type: Short Term Rental Hotel/Motel Purchase or Lease date of Hotel/Motel _____

16. First date renting to transient: _____

17. Number of units available to rent: _____

Example: If the rental is 1 house, Units=1; If rental is a 10-room hotel, units=10

18. Seasonal: No Yes Percentage of Occupancy per year (from experience) _____

19. Rental Address: _____

SIGNATURE: _____ TITLE: _____

RETURN THIS REGISTRATION FORM TO THE ADDRESS LISTED ON THE TOP OF THIS FORM

For Questions Regarding the Transient Occupancy Registration,

Contact the Riverside County Treasurer-Tax Collector's Office at (951) 955-0799 or via email at RCTTCTOT@RIVCO.ORG

Please note: If this property is a Short-Term Rental (STR), you are also required to register with the County of Riverside Transportation and Land Management Agency (TLMA) per Ordinance 927. The Treasurer-Tax Collector is not involved in this process. For information regarding the TLMA STR certificate, visit their website at <https://rctlma.org/shorttermrentals>.

FOR OFFICE USE ONLY:	TWC BOUNDARY YES / NO	TWC Cert#	TLMA STR Cert#	
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