

BUSINESS LICENSE TAX ON RENTAL OF LIVING ACCOMMODATIONS

Every person transacting in or engaged in the operation of a hotel, apartment, rooming house, house or portion of a house for rent, room for rent, second unit for rent, or other living accommodation shall pay an annual fee of \$17.00 for each dwelling unit unless that unit is a rent control unit (Use Permit required) or has Section Eight Status (submit copy of the lease) then the annual fee is \$10.00 for each unit. Please make checks payable to the Town of San Anselmo and mail it to the above address. Thank you.

Property Information:

Property Address: _____
Assessor's Parcel #: _____
Number of Units: _____ x \$17 = \$ _____ + \$15 processing fee = \$ _____

How many total units on the property? _____

Owner Information (if more than one owner, submit name, address on a separate sheet):

Owner Name: _____ Phone: () _____
Mailing Address: _____
Social Security or Federal Tax ID No. (confidential): _____
Legal Status: Sole Proprietorship _____ Partnership _____ Corporation _____ Trust _____

If property handled by a property management firm:

Management Co. Name: _____ Phone: () _____
Contact Person: _____
Address: _____

Please notify the Business License Department of the Town of San Anselmo if the property has been sold or when it is sold. I understand that this affidavit may be verified by inspection of the premises and books of record.

Signature: _____ Date: _____

*TO AVOID A LATE PENALTY, return this form with full payment by April 15th, otherwise a penalty of 10% will accrue after April 16th and an additional 10% on the first day of each month thereafter up to a maximum of 50%.

For Town Use Only:

Planning Department Approved/Denied by: _____ Date: _____

Building/ Public Works Department (if necessary) Approved/Denied by: _____ Date: _____

Ross Valley Fire Department (if necessary) Approved/Denied by: _____ Date: _____

Conditions of Approval: _____

Reasons for Denial: _____