



STATE OF GEORGIA

CERTIFICATE OF EXEMPTION (HOTEL/MOTEL)

ATTENTION: GEORGIA HOTEL/MOTEL TAX

Effective April 2, 1987, Act Number 621 amending Official Code of Georgia Annotated... that Georgia state or local government... charged county or municipal excise tax on lodging, often referred to as local hotel/motel tax...

Upon verification of the identity of the government official or employee identified below, Georgia hotel and motel operators are required to exempt the individual from any applicable tax(es), as outlined below:

Table with 3 columns: Tax, Acceptable Payment Methods, Required Form(s) Provided by the Traveler. Row 1: Occupancy Tax (local, county, or municipal lodging, or excise tax); ALL payments in the methods acceptable (Personal or Government payment); State of Georgia Certificate of Exemption (Official Hotel/Motel Excise Tax).

A copy of this exemption form must be maintained with hotel tax records as a document of the individual's status as a government official... contact the traveler's accounting or fiscal office contact, identified below.

CERTIFICATION:

This is to certify that the lodging obtained on the date(s) identified below was required in the discharge of my official duties for the named agency, and qualifies for exemption of the local hotel/motel excise tax under Official Code of Georgia Annotated...

Signature of Official or Employee \_\_\_\_\_ Date \_\_\_\_\_

Please Complete Below:

Name of Official or Employee \_\_\_\_\_

Title of Official or Employee \_\_\_\_\_

Government Agency Represented Board of Regents of the University System of Georgia

Accounting/Fiscal Office Contact Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Date(s) of Lodging \_\_\_\_\_

NOTE: Government officials or employees are also exempt from... payment methods that are applicable to the exemption of this sales tax are either a State of Georgia issued credit card or payments made by directly billing the governmental organization.