



April 2, 2014

This letter is to inform you of changes made to our standard City of Bakersfield Transient Lodging Tax Return. The form has been changed to provide line items for each of two possible exemptions:

1. Rooms occupied for more than thirty consecutive days, and
2. The qualifying Federal Government Employee exemption

Beginning with your June 2014 Transient Lodging Tax Return, the City of Bakersfield is now requiring that supporting documentation accompany the returns each month for exemption consideration. The City issued Transient Occupancy Government Exemption Form (attached) must be filled out completely and submitted with the return, along with documentation supporting each claim. Failure to include supporting documentation will result in denial of your exemption request. As a reminder, the City of Bakersfield allows only Federal Employees on official government business to file for exemption.

Please use the enclosed City of Bakersfield Transient Lodging Tax Return form from this point forward. Make copies of the attached form as needed. The updated tax return form is also available on our website at: www.bakersfieldcity.us/departments/treasury. Thank you for your cooperation.

Sincerely,

Tessa Andrews

Tessa Andrews
City Treasurer
City of Bakersfield
tandrews@bakersfieldcity.us