



County of Marin Notice of Close Out Form

Transient Occupancy Tax Certificate Number and Business License

Please provide the following information to assist us in closing your Transient Occupancy Tax account, Business License account and/or issuing a tax clearance. If you are no longer active or operating as a Short-Term Rental Operator within the unincorporated area of the County of Marin, please complete the information below. If you have sold your business, per RTC 7283.5(e) you are required to obtain a Tax Clearance certificate from the Marin County Tax Collector.

Section I: Account Information:

Name: _____ Phone Number: _____

Current Mail Address: _____

Business License Number: _____ TOT Certificate Number: _____

Parcel Number: _____

Section II: Close-Out Information

All transient occupancy tax has been reported and paid to the County of Marin

I am no longer renting or operating as a short-term rental operator within the unincorporated County of Marin, effective date: ____/____/____. Date of last rental: ____/____/____

The property was sold. Date sold ____/____/____

Escrow Company Name and phone number: _____

Reason of close out: _____

Section III: Signature

By signing below, I agree that all Transient Occupancy Tax has been reported and paid to the County of Marin, and should I operate within the unincorporated area of Marin again, I will reapply for a new transient occupancy certificate number and business license.

Date: _____ Signature: _____

Print Name: _____ Title: _____