

Request Receipt Date:

REQUEST FOR ISSUANCE OF TAX CLEARANCE CERTIFICATE

Internal Tracking Number:

(Requestor must complete)

1. Property Name	
2. Property Owner (s) Name (s)	
3. Property Address (No. Street, City, Zip)	
4. Prospective Purchaser (s) Name (s)	
5. Address of Purchaser (s) (No. and Street, City, Zip)	
6. Purchaser (s) Area Code and Phone No.	
7. Are You Continuing Business Activity After Clearance? Yes No	
8. I declare under penalty of perjury that I am The prospective owner of the property on which tax clearance is requested, and that the information is true.	Signature
	Date
	Print Name

(Local Government Section)

Request for Clearance Certificate has been denied due to: — Current owner (s) records are insufficient for audit — The subject property has an amount due and owing for Transient Occupancy Tax of \$ _____ — Records from _____ to _____ must be made available for an audit	
Request for Clearance Certificate has been approved: — Records show the subject property to have no current Transient Occupancy Tax liability due and owing Certificate has been granted for tax due and payable through: _____	
Local Government Authorized Signature	Date

Original Copy – Remit to Local Government Copy - Requestor