

Application for Certificate of Authority to Collect Hotel Room Occupancy Tax

Westchester County Department of Finance
148 Martine Avenue, Room 724
White Plains, New York 10601

Registration Form

Both this registration form and the *Information Verification for Online Filing and Payments* form must be completed and returned to the address above, or scanned to hoteltaxonline@westchestergov.com. The Certificate of Authority will be issued and sent to authorize collection of the tax.

1. Federal Tax ID:

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2. Hotel Name: _____

Hotel Address: _____

Phone #: _____

3. Number of rooms: _____

4. Date hotel opened/will open in Westchester County: _____

I hereby certify that the statements made herein have been examined by me, and are to the best of my knowledge and belief, true and complete.

Date: _____ Print Name: _____ Title: _____

Sign: _____

OFFICE USE ONLY

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