



Finance Dept – Treasury Division
125 East Court St., Ithaca, NY 14850
(607) 274-5542

HOTEL, MOTEL, BED & BREAKFAST OCCUPANCY TAX
CERTIFICATE OF REGISTRATION

DATE OF APPLICATION: _____

NAME OF ESTABLISHMENT: _____

LOCATION: # and Street : _____

City: _____

MUNICIPALITY: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

FED ID # or SOCIAL SECURITY # : _____

OWNER OF RECORD: _____

DATE BUSINESS STARTED: _____

FORM OF OWNERSHIP: _____

NUMBER OF ROOMS: _____ WEBSITE: _____

MONTHS OF AVAILABILITY: _____

ALL CURRENT RATES: _____

ON PREMISES MANAGER: _____

ADDRESS FOR CORRESPONDENCE _____

& REPORTING FORMS: _____

CUSTOMER BOOKING OPTIONS (Check all that apply):

Direct-Corporate Reservation Online Travel Agent AirBnB Other (_____)

PERMISSION TO LIST ADDRESS IN TRAVEL GUIDE: YES NO

RETURN TO: TOMPKINS COUNTY FINANCE DEPT – TREASURY DIVISION
125 E. COURT ST., ITHACA, NY 14850
LSCHOTT@TOMPKINS-CO.ORG
607 274-5542