



City of San Jose

Convention Center Facilities District Tax Remittance Form

You are required to complete this form and pay the Convention Center Facilities District (CCFD) Tax pursuant to property owners' approval of the Special Tax for the financing of improvements to the San Jose McEnery Convention Center (SJMCC), located at 150 W. San Carlos Street, San Jose, CA 95113. This form, accompanied by your payment and exemption claims, must be filed with the Director of Finance **Monthly** (on or before the last day of each calendar month following the close of the reporting calendar month) or **Quarterly** (on or before the last day of each month following the close of the reporting calendar quarter).

Reporting Period: Month or Quarter _____ **Year** _____

Hotel/Motel

Address

- 1. Total Gross Rent for the Reporting Period _____
- 2. Total Gross Rent for Over 30 Day Occupancy Exemption _____
- 3. Total Taxable Rent (Subtract Line 2 from Line 1) _____
- 4. Convention Center Facilities District Tax (Special Fund): Multiply Line 3 by 4% _____
- 5. Penalty: 10% of Line 4 (1 or More Days Late) _____
- 6. Penalty: Over 180 Days Late (Add 1.5% of Line 4 for Each Month After 6 Months) _____
- 7. **Total Due: (Add line 4 through line 6)** _____

I declare, under penalty of perjury, that the information contained herein is true and correct to the best of my knowledge.

Signature Name Title

Phone Number Address Date

Please provide supporting documents for any exemption claims and return this form with your check payable to City of San Jose. Mail to: City of San Jose, Treasury Division - Payment Processing, 200 East Santa Clara Street, 13th Floor, San Jose, CA 95113.