Exemption Certificate
West Virginia Hotel Occupancy Tax

To be retained by operators of hotels, motels, and similar accommodations as evidence of exempt occupancy

Name and address of hotel, motel, or lodging establishment:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

This is to certify that I, the undersigned, am a representative of West Virginia University, a political subdivision and agency of the State of West Virginia.

Name: ________________________________________________

Dates of Occupancy: ________________________________

Signature: ____________________________________________

Date: __________________________

Pursuant to WV Code Section §7-18-5 (b) Hotel room occupancy billed directly to this state or its political subdivision shall be exempt from Hotel Occupancy Tax.

Melissa D. Hunt
Assistant Director Tax Services
West Virginia University