



Landeshauptstadt Düsseldorf  
Steueramt  
40200 Düsseldorf  
Germany

## Reimbursement Form for Tax-Exempt Guests in Accordance with § 3 (2) and (3) of the Statute for Accommodation Tax of the State Capital Düsseldorf

### Information on the Accommodation Facility

Name of the Accommodation Facility	
Street	House Number
Zip Code and City	

This certificate serves as proof to be presented to the accommodation facility

# Exemption Due to School Trips, Educational Trips, Vocational College or Youth Trips\*

## School Certificate

In accordance with § 3 (2) of the Statute of Accommodation Tax of the State Capital Düsseldorf, expenses for overnight stays are exempt from taxation if the overnight expenses occur in the context of a school trip.

Name of the School	
Address: Street and House Number	
Zip Code and City	
Type of Educational Institution	
Responsible Teacher	
Class / Grade / Course	Number of Participants, including Teachers (A list of all participants must be attached to this certificate!)
Arrival Date	Departure Date

\* Minors who are listed under school trips are no longer covered under the exemption for minors and should not be listed again.

I hereby confirm that the above-mentioned class/grade/course trip to Düsseldorf is a school event approved by the school administration with educational and instructional goals. Participation is mandatory for all students in accordance with school regulations.

Place and Date	Place and Date
Stamp / Signature of School Administration	Signature of the Responsible Teacher

## Notes

The submission of this declaration is voluntary and serves exclusively to determine the tax liability in accordance with the statute of accommodation tax of the state capital Düsseldorf. The collected data will be forwarded to the state capital Düsseldorf, which reserves the right to verify the information provided. If this procedure is not agreed upon, the accommodation tax will generally be collected by the accommodation facility. Consent is given to the processing and use of the data. Incorrect information may be prosecuted as an administrative offense or criminal act.

## Notes on Data Protection

Information on the General Data Protection Regulation can be found online. The file will be displayed if you go to <https://www.duesseldorf.de/steueramt.html> and click on the button **Information on Data Protection** under the heading **Service and Applications**.

## Exemption for Minors\*

In accordance with § 3 (2) of the Statute of Accommodation Tax of State Capital Düsseldorf, expenses for overnight stays are exempt from taxation if a minor guest is staying overnight.

### Details of the Person Staying Overnight

For Minors: Details of the Accompanying Adult (Traveling with You)

Name	First Name
Title, Academic Degree(s)	Date of Birth
Address: Street and House Number	Zip Code and City
Country	
Arrival Date	Departure Date

### Details of the (Traveling) Minor

Name	First Name
Title, Academic Degree(s)	Date of Birth
Address: Street and House Number	Zip Code and City
Country	
Arrival Date	Departure Date

\* Minors who are listed under school trips are no longer covered under the exemption for minors and should not be listed again.

Place and Date	Signature of Accompanying Adult
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# Exemption from the 22nd Overnight Stay

In accordance with § 3 (3) of the Statute of Accommodation of the State Capital Düsseldorf, expenses for overnight stays are exempt from taxation if a guest stays for an uninterrupted period in the same accommodation facility from the 22nd day onwards.

## Details of the Person Staying Overnight

Name		First Name
1 Title, Academic Degree(s)		Date of Birth
Address: Street and House Number		Zip Code and City
Arrival Date	Departure Date	Overnight Stays
Place and Date		Signature

## Multiple Accompanying Persons

Name		First Name
2 Title, Academic Degree(s)		Date of Birth
Address: Street and House Number		Zip Code and City
Arrival Date	Departure Date	Overnight Stays
Place and Date		Signature

Name		First Name
3 Title, Academic Degree(s)		Date of Birth
Address: Street and House Number		Zip Code and City
Arrival Date	Departure Date	Overnight Stays
Place and Date		Signature

## Notes

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