Confirmation of participation in an obligatory study-related event and/or further or higher education

Surname, first name:	Date of birth:
Address (Street, postcode, town)	
Name of school / college/ university / further or higher education provider or training provider responsible	

Subject of the event / further or higher education	Number of participants in the group	Booking number (to be filled in by the hotel)

I am the student / teacher / group leader and confirm that my / our stay in Berlin
from _____ to _____ forms part of an obligatory study-related event and/or serves further or higher educational purposes.

_____
(Date)

_____
(Signature of the traveller / overnight guest)

_____
(Validation / stamp and signature of the college, university or relevant education provider)

Overnight accommodation for students is not subject to tax if it is essential for participation in compulsory study events. Trips and overnight accommodation related to further or higher education are only exempt if the educational activity or course content is directly related to vocational training.

Data Protection
Handing in this attestation to the accommodation provider is voluntary and serves only to establish whether tax is owing under Berlin's accommodation tax law. Data collected will be passed to the Finance Office of the City of Berlin at Marzahn-Hellersdorf, Allee der Kosmonauten 29, 12681 Berlin. If this procedure is not consented to, the accommodation tax will always be levied unless the necessity of the trip for professional or commercial purposes can be proved in some other way. By handing in this attestation, you consent to the data being used and processed as set out above.

Further Information
The City of Berlin tax authorities can check the accuracy of statements made.
Should guests make a factually inaccurate or falsified claim, they can be held liable for the unpaid tax. Issuing a factually inaccurate attestation can be prosecuted as a regulatory or criminal offence. For groups, the names of individual group members are to be taken from the attached occupancy list.