



TRANSIENT OCCUPANCY TAX CERTIFICATE APPLICATION

Ordinance No. 1206 requires Vacation Rental Permits for all short-term vacation rental units rented less than 30 consecutive days to pay transient occupancy tax consistent with Chapter 3.12 of the Municipal. PLEASE PRINT.

Property Address _____

Property Phone Number _____

Property Owner _____

Mailing Address _____

City, State, Zip _____

Telephone _____ Cell Phone _____

E-Mail Address _____

If the vacation rental unit is to be managed by a property management company, the below information must be completed:

Name of Management Company _____

Name of Manager _____

Address _____

Mailing Address (if different) _____

Telephone _____ Cell Phone _____

E-Mail Address _____

WebsiteAddress _____

Property Owner Signature _____ ***Date*** _____

FOR CITY USE ONLY

Transient Occupancy Tax Certificate Number _____

Date Issued _____