



**CITY OF PRESCOTT
NEIGHBORHOOD SERVICES
201 S. Cortez Street, Prescott, AZ 86303
(928) 777-1320**

VACATION RENTAL REGISTRATION

PREMISES QUESTIONNAIRE

The following questionnaire must be completed in order for your Vacation Rental Registration to be considered complete.

This registration is required for residentially zoned short-term rental properties offered for rent for a period of 29 consecutive days or less, the owner does not occupy the residence during the time period when the property is rented, and the facility is not a hotel, motel, or bed and breakfast. The total initial fee for vacation rentals is \$95, consisting of a \$30 annual vacation rentals registration fee, and a one-time \$65 safety inspection fee. The registration is valid for the calendar year and will expire December 31 of each year with renewal required. In subsequent years the fee for renewal will be \$30.

General Questionnaire		
Check one:	<input type="checkbox"/> New Rental Registration <input type="checkbox"/> New Owner of Existing Rental Reg.	Former Owner (if applicable): Previous Registration #:
Check any that apply:	<input type="checkbox"/> Name Change Only (no fee required) <input type="checkbox"/> Location Change (fee required) <input type="checkbox"/> Ownership Change (fee required)	Current Registration (if applicable) #: Date of Change:

Business Premises Information

Do you own your Vacation Rental location? Yes No (If no, complete Landlord/Property Manager Information below)

Do you rent a portion of the premises to another entity? Yes No

Landlord/Property Manager Name: _____ Phone: _____

Mailing Address (Street, City, State, Zip): _____

Email: _____

I certify that the statements made in this application are true and complete to the best of my knowledge. I understand that issuance of a business license shall in no way be construed as permission to operate a business activity in violation of any other law or regulation to which such activity may be subject. Incomplete forms may not be processed. If additional space is needed please provide a separate page containing that information. Also, this license does not preclude the authority of other city agencies. You should call Planning and Zoning Department at (928) 777-1207 if you have questions concerning land use, zoning, or sign placement before engaging in business.

I have read and I am aware of the requirements in City Code Chapter 4-9 for the operation of a Vacation Rental in the City limits.

Print Name _____

Signature _____ **Date** _____