



Planning Department
970-224-3211

SHORT TERM RENTAL APPLICATION

APPLICATION TYPE (CHECK ONE)	New License \$150 nonrefundable application fee	
	Renewal \$100 nonrefundable application fee	
	*If this is for a renewal and all the information is the same, you do not need to fill out the whole application. Please fill out the business information and submit the required documentation and sign.	
BUSINESS INFORMATION		
Business Name:		
Doing Business As (DBA) (if applicable):		
Mailing Address:		
City:	State:	Zip Code:
PHYSICAL LOCATION OF SHORT TERM RENTAL		
Address:		
City:	State:	Zip Code:
OWNER INFORMATION		
Name:		
Address:		
City:	State:	Zip Code:
Phone:	Email:	
LOCAL CONTACT INFORMATION (SECONDARY CONTACT)		
Name:		
Phone:	Email:	
SHORT TERM RENTAL PROPERTY INFORMATION		
Number of Bedrooms Rented:	Number of Offstreet Parking Spaces:	
Description of Rentable Space:		
Is marijuana cultivated or processed on the premise? Yes No		
ADDITIONAL REQUIRED DOCUMENTATION		
Proof of Ownership	Proof of Insurance showing liability coverage	
Safebuilt Inspection	HOA or Metro District Approval	
Neighbor Notification	PFA Fee of \$250	
Date:	Signature:	