



## Short-Term Rental Application

\*Short Term Rental certificates are non-transferable. New ownership will require a new application.

\*A separate application and certificate is required for all property used as a short- term rentals.

Date Received: \_\_\_\_\_ Certificate Number: \_\_\_\_\_

- Complete the application in its entirety. An incomplete application will not be accepted
- Attach proof of ownership of the Short-Term Rental
- Attach written certification from 24-hour local contact agreeing to duties specified in Sec. 18
- Attach proof of insurance and property taxes are current

Rental Unit Information																					
<b>Street address:</b>																					
Square Footage of STR	Number of Bedrooms <i>(5 maximum)</i>	Maximum Number of Occupants <i>(16 people maximum)</i>	Number of Parking spaces <i>(1 per bedroom minimum)</i>																		
<b>Location of Parking Spaces</b> <i>(please describe location of parking spaces)</i>																					
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"><b>Sewage Management</b></td> <td style="width: 20%;">Sewer <input type="checkbox"/></td> <td style="width: 20%;">Septic <input type="checkbox"/></td> </tr> <tr> <td><b>This STR unit has a swimming pool on the property:</b></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td><b>This STR unit is part of a Home Owners Association:</b></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td colspan="3" style="padding-left: 20px;"><i>*if Yes, provide a written statement from the HOA confirming the HOA does not prohibit short term rentals</i></td> </tr> <tr> <td><b>This STR unit is Owner-Occupied:</b></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td><b>If Yes, is this STR unit your principal place of residence?</b></td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> </table>				<b>Sewage Management</b>	Sewer <input type="checkbox"/>	Septic <input type="checkbox"/>	<b>This STR unit has a swimming pool on the property:</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>This STR unit is part of a Home Owners Association:</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>*if Yes, provide a written statement from the HOA confirming the HOA does not prohibit short term rentals</i>			<b>This STR unit is Owner-Occupied:</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<b>If Yes, is this STR unit your principal place of residence?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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## Property Owner Information

Street Address of Rental Unit \_\_\_\_\_

Please use a separate sheet, one for each person holding 20% or more ownership of the short-term rental unit

Owner Name

\_\_\_\_\_

Owner Address

\_\_\_\_\_

City / State

ZIP:

\_\_\_\_\_

Phone / email:

\_\_\_\_\_

By signing below, I am stating that I am the property owner of the above referenced short term rental unit, and that I have read the Short Term Rental Ordinance located in Article III, Chapter 18, beginning in Section 18-380 of the Cherokee County Ordinance. I am also acknowledging that the unit is in full compliance with the ordinance.

\_\_\_\_\_  
*Signature of Owner*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name*

Subscribed and sworn before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Notary Public \_\_\_\_\_

# Cherokee County



## Local Contact Information

Local Contact Name

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24-hour contact Phone #

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Email:

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Age:

	<i>Copy of ID Required</i>
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## Local Contact Acknowledgement

I, \_\_\_\_\_ understand and agree to perform the duties as the 24-hour Local Contact as stated in Cherokee County Code of Ordinances Section 18-380 adopted September 7, 2021.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Subscribed and sworn before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Date

SEAL