



CITY OF PALM DESERT  
FINANCE DEPARTMENT

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# VACATION RENTAL MANAGEMENT COMPANY APPLICATION FOR SHORT-TERM RENTAL PERMIT

Chapter 5.10 of the Palm Desert Municipal Code requires a valid registration certificate for all short-term rental units rented 27 consecutive days or less. Specific information for each unit shall be described on the property listing sheet attached hereto. The annual registration fee of \$26 (per unit) must accompany this application. PLEASE PRINT.

Name of Management Company: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone #: \_\_\_\_\_ Web Site Address: \_\_\_\_\_

Name of Manager: \_\_\_\_\_

Direct Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Vacation Rental Management Companies must authorize a local emergency contact person who is available 24/7/365 to answer and respond to HOTLINE complaint calls within 60 minutes.

Local Emergency Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Local Emergency Contact Person's Address: \_\_\_\_\_

Vacation Rental Management Companies must place copies of the City's Good Neighbor Brochure in prominent locations in all rental properties as well as provide a copy to the designated "responsible person" in each rental party. By signing this Short-Term Rental Permit Application you acknowledge that you have received copies of the Good Neighbor Brochure and understand and accept the responsibility of giving copies to the responsible person in each rental party as well as placing brochures in rental properties.

If your property is located within a Home Owners Association (HOA) it is your responsibility to adhere to any HOA restrictions regarding short term rentals. This permit authorizes short term rental of the permitted property pursuant to Palm Desert Municipal Code. The permit does not supersede any applicable restrictions imposed pursuant to CCRs that may be recorded on the property.

I declare under penalty that this information is, to the best of my knowledge, true, correct and complete.

Application By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR CITY USE ONLY**

Business License #: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Applicant acknowledges that the Palm Desert City Council will likely be conducting a comprehensive review of regulations of Short Term Rentals (STR) within the City. Any changes to City's regulation of STRs may apply to this permit. Applicant acknowledges that the City may decide to severely limit or eliminate STR activity, and may decide not to renew STR permits on an annual basis.

Applicant acknowledges that a STR permit does not authorize activity when property restrictions imposed by CCRs or similar property restrictions prohibit such activity and that any STR permit is subject to revocation if the City determines that the permitted property is subject to any such restrictions.

Acknowledgement by Applicant: \_\_\_\_\_ Date: \_\_\_\_\_