



New Application Fee:	\$152.00	Renewal Fee:	\$78.00
Long Range Fee:	\$11.40	Long Range Fee:	\$5.85
Technology Fee:	\$9.12	Technology Fee:	\$4.68
Total Fee:	\$172.52	Total Fee:	\$88.53

CITY OF TEHACHAPI
APPLICATION FOR SHORT-TERM RENTAL PERMIT

Owner Name(s): _____

Owner Current Address: _____

Owner Phone Number: _____

Owner Email Address: _____

Address of Short-Term Rental: _____

Emergency Contact Information:

Please provide an emergency contact to be available 24 hours, 7 days a week, response within two hours.

Name: _____

Phone: _____

The following attachments are mandatory for this application to be processed.

1. A copy of a valid business license issued pursuant to chapter 5.04 of the Tehachapi Municipal Code.
2. A diagram and description of the property indicating areas intended for use as short-term rental.
3. A parking plan indicating sufficient lawful parking on the property for all vehicles belonging to residents and one additional space; Parking shall follow City parking standards for underlying zone with a minimum of one (1) space for each rental unit.
4. Two passport size photographs of the applicant(s).
5. List of all names and dates of birth of all residents of the property (minors may be listed by title and age only).

TRANSIENT OCCUPANCY TAX (TOT)

A Permittee that offers lodging for five or more persons at any one time shall comply with all requirements of and be subject to the Transient Occupancy Tax (TOT) pursuant to chapter 3.24 of the Tehachapi Municipal Code. Any such permittee shall have the duty and liability to ensure timely remittance of the TOT to the city. The current rate for TOT is 8%. Quarterly reports shall be due on the first days of January, April, July and October in each year, and shall cover the amounts collected during the three months immediately preceding the months in which reports are required. Reports and payment will be considered delinquent if not paid by the end of the mentioned months. Payment and reports may be remitted to City Hall at 115 S. Robinson St., Tehachapi, CA 93561. Checks may be made payable to City of Tehachapi.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (we), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

Owner's signature

Date

Owner's Printed Name