CITY OF PALM DESERT
FINANCE DEPARTMENT

# 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: _____

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Finance Department
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