INDIAN WELLS
CALIFORNIA

44-950 Eldorado Drive
Indian Wells, CA 92210
V: (760) 346-2489 F: (760) 346-0407
www.cityofindianwells.org

APPLICATION FOR SHORT-TERM RENTAL BUSINESS LICENSE & REGISTRATION PERMIT

PROPERTY OWNER INFORMATION

Owner Name: _____

Street Address: _____

City/State/Zip: _____

Telephone: _____

Email: _____

Mailing Address: _____

City/State/Zip: _____

RENTAL PROPERTY INFORMATION

Address: _____

Telephone: _____

No. of bedrooms: _____

Name of HOA, if applicable. _____

Ownership: Corporation ○ Sole Proprietor ○ Partnership ○ Limited Partnership ○ Trust ○ LLC ○

RENTAL ADVERTISEMENT INFORMATION

VRBO#:		VacationRentals.com#	
HomeAway#:		AirBnB#:	
Other:		RentalHomes.com#:	

MANAGING AGENCY OR AGENT

Business Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email: _____

Mailing Address: _____

City/State/Zip: _____

☐ Management Acknowledgment Form – required for all managing agencies/agents

24/7 EMERGENCY CONTACT AVAILABLE TO RESPOND WITHIN 1 HOUR

Contact Name _____

Telephone:

Permit Fee: $287.80
Business License Fee:$287.80*
***If you already have a current year business license or permit, you do not need to pay. Please provide the License or Permit Number here (ex: ST-0000) _____**

TOTAL AMOUNT DUE:

Disclosures:

- **Good Neighbor Brochures must be placed in prominent locations in all rental properties as well as provided to the designated "responsible person" in each rental party.**
- **If your property is located within a Homeowners Association (HOA) it is your responsibility to adhere to any HOA restrictions regarding short-term rentals.**
- **A Tourism Business Improvement District Assessment (TBID) of 1% and a Transient Occupancy Tax (TOT) of 12.25% of the going rental rate is due on each night of rental. The Owner or Managing Agent/Agency shall submit a quarterly TOT return and remit the taxes due to the City, per the schedule below:**

Reporting Period	Due Date	Delinquent Date (10% Penalty)
January 1 to March 31	April 1	May 1
April 1 to June 30	July 1	August 1
July 1 to September 30	October 1	November 1
October 1 to December 31	January 1	February 1

- **Property owners must submit a TOT form quarterly even if it's a zero balance.**
- **All permits and licenses shall run calendar year expiring on December 31 and renewed annually on January 1.**

I declare under penalty of perjury that the information contained in this application is true and correct to the best of my knowledge and belief. Furthermore, I have been provided a copy of the short-term rental ordinance and shall post such information in a conspicuous place within the dwelling on the Premises. I acknowledge understanding of the above disclosures.

Signature: _____ Date: _____

For City Use Only

Business License No. _____ Registration Permit No. _____

Community Development Dept. Approval by: _____ Date: _____

Short-term Residential Rental Owner Acknowledgement of Agent Representation

I, _____, title owner of residential real property located at _____, Indian Wells, CA 92210 ("Subject Property"), hereby authorize:

_____ ("Agent") to act on my behalf in matters pertaining to Subject Property, for the purpose of renting Subject Property as a registered, licensed Short-term Residential Rental. This form hereby acknowledges my understanding of the City of Indian Wells' rules and regulations guiding the use of residential property as a Short-term Residential Rental, as set forth in Section 5.20 of the Indian Wells Municipal Code. I further acknowledge that actions of Agent in connection with Subject Property may cause me to be liable for penalties and subject to fines for any violation of the Indian Wells Municipal Code relating to short-term residential rentals.

_____ _____

Owner Signature Date