



Town of Johnstown

Johnstown Short Term Rental Application

Upon the submission of an application for a short-term rental license, the applicant shall pay a license fee. The term of the license shall be for one calendar year commencing upon the issuance of the license. All property owners and managers shall read and understand the Town of Johnstown's Short-Term Rental Municipal Code and Rules and Regulations.

Supporting documents required:

- Attach evidence of property and liability insurance listing the property as a Short-Term Rental
- Photo of designated parking spaces
- Proof of ownership. This can be the deed, mortgage statement, etc.
- Lodging Tax Registration Form

Applicant/Property Owner

Name _____

Mailing Address _____

Phone Number _____

Email Address _____

Short-term Rental Property

Street Address _____

Property Record Title Owner _____

Does the applicant live at the rental property? _____

If yes, does the applicant live there: Part Time: _____ Full-Time: _____

Emergency Contact for Short-term Rental

In the event you are unavailable, provide emergency contact information for any person who can respond to concerns and/or issues at the property. You may provide a property management company's information.

Emergency Contact Name: _____

Emergency Contact Address: _____

Emergency Contact Email Address: _____

Emergency Contact Phone: _____

The Community That Cares

www.TownofJohnstown.com

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.587.0141



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Rental Specifies

Maximum occupancy of rental guests _____

Number of bedrooms _____

Parking plan -showing short term rental property and plan for off-street parking

Please submit a photo showing the designated parking spaces.

Business and Sales Tax

Business Name _____

Business Address _____

State Sales Tax License Number _____

County Lodging Tax License Number _____

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