



City of Bingen Vacation Rental Application

Vacation Rental Information

Vacation Rental Address: _____

Vacation Rental Parcel Number: _____

Vacation Rental Phone Number: _____

WA State Business License (UBI) #: _____

Type of Short-Term Rental:

- Hosted Homeshare (bedrooms within home)
- Vacation Home Rental (entire home)

For Hosted Homeshare, portion of Home to be Rented (e.g. basement bedroom and bathroom)

For Vacation Home Rental # of Bedrooms: _____ # of Bathrooms: _____

Listing Number or Website Addresses, list all that apply (e.g. VRBO/AirBNB/Vacasa/rental website number, acct. #, URL):

Property Owner/Licensee Information:

Contact person must reside within the local area to allow for response within 60 minutes.

Owner Name: _____

Owner Phone #: _____

Owner Email Address: _____

Owner Local Address: _____

Owner Mailing Address: _____

Property Manager Information (if applicable):

Contact Person Name: _____

Contact Person Phone #: _____

Contact Person Email: _____

Contact Person Local Address: _____

Contact Person Mailing Address: _____

Checklist of Required Documentation:

- Parking Diagram and Photos of interior and exterior parking spaces
- Documentation of liability insurance as required by RCW 64.37.050.
- Completed Checklist for Fire Safety
- Proof of garbage service

By completing and signing this application I (we) affirm that:

Initial next to each statement and sign at the bottom.

Initial

- The information contained herein is true and correct to the best of my knowledge. ____
- The operation of the vacation rental unit is in compliance with any applicable private covenants. ____
- The tenants will be provided a parking diagram verifying the location of all parking spaces available for the vacation rental and the diagram will be posted in a prominent location within the vacation rental. The designated parking spaces will be available for use by vacation rental tenants. ____
- Operation of the vacation rental will comply with Good Neighbor Guidelines and the Good Neighbor ____
- Guidelines will be provided to tenants in the rental agreement of by posting it in a prominent location within the vacation rental. ____
- The approved license for the vacation rental will be posted in the interior of the dwelling adjacent to the front door. ____
- I (we) have read and understand and agree to comply with the terms outlined in Bingen Municipal Code (BMC) regulating Vacation Rentals (BMC Title 5 Chapter 16). ____
- I (we) understand that a current Washington State Business License and City of Bingen Business License are required to operate a Vacation Rental. ____
- I (we) understand that there is a limited number of Vacation Rental permits available. ____
- I (we) understand that Vacation Rental permits are issued on a calendar year. ____
- I (we) understand that Vacation Rental permits are issued for a ten-year period and that the permit fee must be paid annually by the due date. ____
- I (we) understand that permit fees are nonrefundable and will not be prorated for any reason, even revocation of the permit. ____
- I (we) understand that after the initial ten-year period of the permit, I (we) must reapply for a Vacation Rental permit. ____
- I (we) understand that the permit will be issued if permits are available under the limit for the current year (after ten years). ____
- I (we) understand that all Vacation Rental Applications will be placed into a lottery system (after ten years) if more applications are submitted than permits available and I (we) consent to the ability of the Vacation Rental that I (we) operate being subject to the outcome of said lottery.
- I (we) understand that nonpayment of the permit fee by the deadline will result in revocation of the Vacation Rental permit. ____
- I (we) understand that the Vacation Rental must collect and remit state and local sales and use taxes and special hotel/motel taxes as required by the City and State of Washington Department of Revenue. ____

- I (we) understand that the Vacation Home will maintain liability insurance covering its use as a vacation rental. ____
- I (we) will maintain updated contact information, including mailing address, phone number and email address, during the period of licensure for the purposes of official communication about the vacation rental, including service of any notice, warning letter, citation or complaint related to the vacation rental. ____
- I (we) understand that the response time for the owner or local contact to address emergent questions or concerns from the renters is expected to be no more than one hour. ____
- I (we) consent to service of any warning letters, citations, and complaints by mail at the designated mailing address of the primary vacation rental owner provided on this Vacation Rental Application form. ____
- I (we) understand providing false information in this application shall be a violation of the City of Bingen Municipal Code, and shall be grounds to deny the application, void the approval, enjoin the use, and revoke a Vacation Rental license issued for the property. ____

SIGNATURES: All Owners must sign

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