

LANCASTER COUNTY, VIRGINIA

SHORT-TERM RENTAL (STR)

ANNUAL REGISTRY/EXEMPTION CERTIFICATE

Please fill out separate forms for each short-term rental being operated

Pursuant to §15.2-983 of the Code of Virginia, as amended, the Lancaster Board of Supervisors requires, prior to the operation of a short-term rental (STR), the operator, as defined below, to register the property annually with the Planning and Land Use Department and pay an annual \$50.00 registry fee, as designated by the Planning and Land Use Department, unless exempt from registration pursuant to §15.2-983(B)(2) of the Code of Virginia, as amended. Registration is valid from the date the registration occurs through December 31st and shall be renewed annually by January 1st. Each registration is specific to the operator and property and is nontransferable. FAILURE TO REGISTER PENALTY = \$500.00 PER VIOLATION

FEE: The registry fee is \$50.00, unless exempt. If applicable, please include a check with your registry form, made payable to "Treasurer, Lancaster County," and return to Lancaster County, Virginia, Department of Planning and Land Use, 8311 Mary Ball Road, Lancaster, VA 22503.		
REGISTRATION YEAR (fill in calendar year you are registering for)		
PART 1 PROPERTY OFFERED FOR SHORT-TERM RENTAL		
Please note: "Short-term rental" means the provision of a room or space that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy.		
PROPERTY OWNER:		
Property Owner Name:		
Name & Title of Officer, if business:		
Mailing Address:		
Phone Number(s):		
Email Address(s):		
PROPERTY INFORMATION: Tax Map No(s). STR Location Address: Hosting Platform(s): Is this property bested or unbested? In the property bested or unbested?		
Is this property hosted or unhosted? Hosted Unhosted		
Have the number of bedrooms, number of guests and/or number parking spaces for your rental changed since last year? (If this is a first-time registry, select "No")		
If "yes," please explain:		
PART 2 OPERATOR INFORMATION Please note: "Operator" means the proprietor of any dwelling, lodging, or sleeping accommodations offered as a short-term rental, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee, or any other possessory capacity.		
☐ Check here if the Property Owner is also the short-term rental Operator and skip to Part 3		
Operator Name:		
Name & Title of Officer, if business:		
Mailing Address:		
Phone Number(s):		
Email Address(s):		

OPERATOR STATUS: Please initial next to the applicable option	
	Larran and Alain area works
I lease this property	I manage this property
Other:	(please insert type of operator status)
	nually. Upon certification of an exemption status, if applicable, the irement for subsequent years, nor be required to pay the annual registry
Please initial next to the applicable exemption opt	tion. If none apply, please leave blank and skip to Part 4.
Licensed by the Real Estate Board or are	e a property owner who is represented by a real estate licensee
Registered pursuant to the Virginia Real	Estate Time-Share Act.
Licensed or registered with the Departm lodging.	nent of Health, related to the provision of room or space for
	related to the rental or management of real property, including s, motels, campgrounds and bed and breakfast establishments.
above by my initials is true and correct to the best Planning and Land Use Department should the typ	fy under penalty of perjury, that the registry exemption identified to f my knowledge. I agree to notify the Lancaster County be of my exemption status change or I am no longer exempt, and n certificate as provided by the Lancaster County Planning and tion fee, if applicable.
	NS APPLY. PLEASE LEAVE BLANK AND SKIP TO PART 4
	Date:
Operator's Signature and Title, if applicable	
	ning Ordinance, as amended, all STR operators are required to maintain cally endorsed for STRs, in the amount of at least \$500,000.00, from a
Please initial below to indicate compliance.	
I hereby confirm that I have an active Co	ommercial General Liability Insurance policy, as stated above, rance policy for each successive year that I am operating a STR.
and I will be operating a hosted or unhosted short have read and understand the Short-Term Rental I County Zoning Ordinance, as amended, and agree	y, that I am, or I have the permission from, the Property Owner t-term rental at the address listed above. I further certify that I Regulations as provided by Part I, Article 29 of the Lancaster to comply with said regulations. I understand that the I registry requirement and that other regulations and/or
	Date:
Operator's Signature and Title, if applicable	
FOR OFFICE USE ONLY:	
Registry Fee Paid Yes No N/A, Exempt	Date Received: STR Operating Year (calendar year)

Are the owners current on payment of their Transient Occupancy Tax? \square Yes $\ \square$ No $\ \square$ N/A, first time registry