



DOUGLAS COUNTY

COMMUNITY DEVELOPMENT DEPARTMENT

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For Official Use Only

Received by / Date

Application Intake Number

Waitlist Number

ANNUAL VACATION HOME RENTAL (VHR) WAITLIST APPLICATION

ALSO KNOWN AS SHORT TERM RENTAL (STR). This application form is meant for persons who want to submit a **Vacation Home Rental Waitlist Application**. Applicants **must** complete this form and provide **all** requested information before the application is accepted and processed by the Community Development Department. **Please Note:** Upon review of this application, Douglas County may require additional documentation.

VACATION HOME RENTAL (VHR) LOCATION			
VHR Street Address:			Unit #:
Assessor's Parcel Number of Proposed VHR:		Assessor's website- www.douglascountynv.gov	
APPLICANT CONTACT INFORMATION:			
Property Owner (Person or Persons) (LLC and Corporations are not allowed)			
Name:		Trust name (if applicable):	
Mailing Address:			
City:	State:	Zip:	Email:
Cell Phone Number:		Other Contact Number:	

By signing this application form, the applicant agrees to the following conditions:

1. The applicant is 100% responsible for meeting all of the conditions set forth below.
2. Douglas County will accept waitlist applications from July 1st through July 31st each year ONLY.
3. Applications may be submitted online, in person, or by mail.
4. Applications submitted by mail, must be received by Douglas County by July 31st. Late submittals will not be accepted for any reason.
5. Incomplete applications, or applications submitted without the appropriate fee, will not be processed or accepted.
6. Douglas County reserves the right to cancel the waitlist and/or discontinue or modify the waitlist process at any time.
7. Position on the waitlist will be done by random selection (lottery) conducted by an independent third party selected by the County. The results of this process will be presented at a public meeting of the Vacation Home Rental Advisory Board. The time, place, and manner of this meeting will be posted on the County's website.
8. Applicants may only apply for one position on the waitlist per person, per family each year (member of the same household). Failure of the applicant to comply with this provision, may subject them to removal from the waitlist.
9. It is the obligation of the applicant to apply annually at the appropriate time, in order to be placed on the waitlist. Douglas County is not obligated to provide notice to the applicant that the waitlist is being renewed.
10. Placement on the waitlist does not guarantee a permit. Applicants must still meet eligibility requirements and comply with application requirements.
11. If selected from the waitlist, once notified, applicants will then have 60 days to meet all of the conditions of a VHR permit as determined by the County and pay the necessary fees. If it is determined by the County the applicant is unable to meet all of the conditions of the permit, the permit allocation will go back into a pool and the next applicant on the waitlist will qualify to apply for a permit.
12. By signing below applicant attests that they are the legal owner of the property being considered under this application and are legally authorized to fill out this application and that all information provided in conjunction with this application is true and correct and not misleading in any way.
13. By signing below applicant agrees to save, indemnify, and hold harmless Douglas County Nevada, its officers, employees, and agents against all liabilities, judgements, costs and expenses which may accrue against them in consequence of processing this application.
14. By signing below, applicant attests the unit is not located in area governed by a home owner's association ("HoA") subject to covenants, conditions and restrictions ("CC&Rs) or bylaws that prohibit or limit the operation of VHRs.
15. By signing below, applicant attests that they do not own or have an interest in any other property currently permitted as a VHR or that has a pending VHR application. Permits are limited to one per person, per family (members of the same household).
16. By signing this application, the owner attests that they have read Douglas County's VHR Ordinance (DCC 20.622) and agree to comply with each of the terms and conditions set out in the ordinance.
17. Failure of the Applicant to comply with any of the provisions of Chapter 20.622 of the Douglas County Code may disqualify them from being placed on the waitlist, subject them to removal from the waitlist and expose the applicant to possible to criminal prosecution, civil suits, fines and fees.
18. Applicant understands that advertising for a VHR without a permit will result in a \$20,000 fine, and the applicant will be permanently banned from the obtaining a VHR permit in Douglas County.

By signing below, you declare under penalty of perjury that you shall abide by the conditions set forth herein and that all information provided in this application is true and correct.

Assessor Parcel Number of Proposed VHR: _____

Owner Name (Printed): _____

Signature of Applicant/Owner: _____

Attach a copy of a valid and current government issued Identification for the owner signing the application.