

# Residential Short-Term Rental Application

## FREQUENTLY ASKED QUESTIONS

**Where can I find more information on short-term rentals?** Information regarding residential short-term rentals can be found on the Town of Jackson website at: <http://townofjackson.com/services/short-term-rentals/>

**Where can I find a residential short-term application?** Applications are available on the town website as well as the Town of Jackson Town Hall at the front desk.

**How long does the application process take?** The application process takes 4-6 business weeks to process.

**Where can I find the Ordinance for residential short-term rentals?** Please see the town website at: <http://townofjackson.com/services/short-term-rentals/> for a copy of the Ordinance

**Is there a map that shows where short-term rentals are allowed?** Yes, a map is located on the town website at: <http://townofjackson.com/services/short-term-rentals/>

**Can I rent my property if I don't have my short-term rental license?** No, Effective on January 1, 2016 all short-term rental properties must have an approved license.

**What information will I need for the application?** Please see the town website at: <http://townofjackson.com/services/short-term-rentals/> for the complete application requirements. Specific items also include:

1. Letter from homeowner's association confirming that residential short-term rentals are permitted.
2. Notice to Neighbors within 300 feet has been mailed and a copy of letter and list of neighbors is included with the application.
3. Wyoming Sales Tax number
4. Copy of Wyoming Sales tax certificate is attached to the application

**How do I get the list of neighbors within 300 feet for the Neighbor Notice?** Please see the town website at <http://townofjackson.com/services/short-term-rentals/> for step by step instructions.

**How much is the residential short-term license fee?** \$100

**I have some concerns regarding a short-term rental in my neighborhood, what do I do?** All neighbors within 300 feet should receive a notice that includes 24/7 contact information for the rental property. You may also report a concern to the town using the link on the town website at: <http://townofjackson.com/services/short-term-rentals/>

**What do I need for my building and/or fire inspection?** Please see the checklist available on our website at <http://townofjackson.com/services/short-term-rentals/>. Review the checklist prior to your inspection of your property.