



# Non-Owner Occupied Short Term Rentals

## Business License Renewal Application

*(No Changes From Previous Application)*



NAME OF OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

OWNER EMAIL ADDRESS: \_\_\_\_\_

OWNER MAILING ADDRESS: \_\_\_\_\_

OWNER PHYSICAL ADDRESS: \_\_\_\_\_

AGENT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

AGENT EMAIL ADDRESS: \_\_\_\_\_

AGENT MAILING ADDRESS: \_\_\_\_\_

NEW MEXICO GROSS RECEIPTS TAX NUMBER: \_\_\_\_\_

HOW MANY OTHER STR LICENSES OR REGISTRATIONS DO YOU HOLD WITHIN SANTA FE COUNTY, INCLUDING WITHIN CITY LIMITS? \_\_\_\_\_

ADDRESSES OF THESE \_\_\_\_\_

\_\_\_\_\_

CURRENT BUSINESS LICENSE NO. \_\_\_\_\_ DEV PERMIT NO. \_\_\_\_\_

### SHORT TERM RENTAL INFORMATION

PHYSICAL ADDRESS OF STR: \_\_\_\_\_

MAILING ADDRESS OF STR: \_\_\_\_\_

\*IF ANY CHANGES SINCE LAST YEAR, THE APPLICANT SHALL SUBMIT A NEW BUSINESS LICENSE APPLICATION CHECKLIST IS ON THE SANTA FE COUNTY WEBSITE

INITIAL TO CONFIRM THAT ALL LISTINGS WILL INLCUDE YOUR BUSINESS LICENSE NUMBER \_\_\_\_\_

ARE THERE EXISTING WATER RESTRICTIONS ON THE PROPERTY? \_\_\_\_\_

CURRENT WATER METER READING: \_\_\_\_\_

INITIAL TO CERTIFY THAT YOU WILL COMPLY WITH THE FIRE PROTECTION STANDARDS AND HAVE SUBMITTED THE  
FIRE CODE COMPLIANCE CERTIFICATION: \_\_\_\_\_

INITIAL TO CERTIFY THAT YOU WILL COMPLY WITH THE QUIET HOURS OF 10PM TO 7AM: \_\_\_\_\_

NAME OF PERSON WHO CAN BE CONTACTED 24/7: \_\_\_\_\_

PHONE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

A business license fee of \$300 will be assessed for all renewals at time of submittal. The business license is valid for one calendar year.

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

**LOCATION ID:** \_\_\_\_\_ **UPC:** \_\_\_\_\_

**DEVELOPMENT PERMIT NO:** \_\_\_\_\_ **BUSINESS LICENSE NO:** \_\_\_\_\_

**OCCUPANCY LIMIT:** \_\_\_\_\_ **DAYTIME OCCUPANCY LIMIT:** \_\_\_\_\_

**PARKING SPACES PROVIDED:** \_\_\_\_\_ **WATER RESTRICTION AMOUNT** \_\_\_\_\_

TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_ SECTION \_\_\_\_\_ COMMISSION DISTRICT \_\_\_\_\_

\_\_\_\_\_  
LAND USE DIRECTOR

\_\_\_\_\_  
DATE

COMMENTS: \_\_\_\_\_

\_\_\_\_\_