



COUNTY OF LANCASTER

FOUNDED 1651 IN VIRGINIA

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BOARD OF SUPERVISORS

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County Administrator

SHORT TERM RENTAL (RESIDENTIAL PROPERTY) REGISTRY

DEFINITION:

Properties offered for short term rental are defined as "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."

REQUIREMENTS:

Pursuant to §15.2-983 and §58.1-3819 of the *Code of Virginia*, 1950, as amended, the Lancaster County Board of Supervisors adopted ordinances on September 27, 2018 requiring all short-term rental properties to:

- 1) Register annually by completing this one-page form and pay an annual fee of \$50 (payable to Treasurer, Lancaster County) and return both to the Director of Planning and Land Use at the address on this letterhead. **FAILURE TO REGISTER PENALTY = \$500.**
- 2) Pay a Transient Occupancy Tax of 2% of the amount received for lodging by filing the attached one-page Transient Occupancy Tax Return with the Commissioner of Revenue by the 20th day of the month following receipt of lodging revenues. **FAILURE TO REMIT TAX PENALTY = 5% of the tax due per month, not to exceed 25% in the aggregate PLUS 8% interest per annum PLUS 50% of the tax due if deemed fraudulent.**

REGISTRY EXEMPTIONS:

You *are not* required to register if you are one of the following:

1. Licensed by the Real Estate Board or are a property owner who is represented by a real estate licensee.
2. Registered pursuant to the Virginia Real Estate Time-Share Act.
3. Licensed or registered with the Department of Health, related to the provision of room or space for lodging.
4. Licensed or registered with the locality related to the rental or management of real property, including licensed real estate professionals, hotels, motels, campgrounds and bed and breakfast establishments.

OPERATOR'S INFORMATION:

MAIL (name) _____
 (street address) _____
 (town/state /zip) _____

PHONE () _____

EMAIL _____

PROPERTY OFFERED FOR SHORT TERM RENTAL:

TAX MAP # _____

ADDRESS: (street address) _____
 (town/state/zip) _____

HOSTING PLATFORM(S): _____

SIGNATURE OF PROPERTY OWNER:
