



CITY OF BIG BEAR LAKE
 39707 BIG BEAR BLVD. • P.O. BOX 10000, BIG BEAR LAKE CA 92315
 (909) 866-5831 / (909) 866-7511 Fax / VRregistration@citybigbearlake.com

VACATION RENTAL REGISTRATION APPLICATION

Property Owner's Name _____

Phone _____ Cell Phone _____

Mailing Address _____

City _____ State _____ Zip _____

Property Owner's Email Address _____

Rental Property Address _____

Assessor's Parcel # _____

Management Company (If not owner managed) _____

Management Company Mailing Address _____

Management Company Phone # (Work/Cell) _____

Management Company Email Address _____

In-Person Check-In Agent Name (Resides within 15 miles of rental unit) _____

In-Person Check-In Agent Phone # _____

House Living Area (Square Footage) _____ Number of Bedrooms _____

Number of on-site parking spaces _____ Spa (circle one) Y N Interior Exterior

24/7 Complaint Response Agent (Contact must reside within fifteen miles from the City's boundaries)

Name _____ 24/7 Phone (Home/Cell) _____

Address _____

Home Share License: Yes No If yes, how many bedrooms will be shared 1 or 2
 (The line above should only be completed if you live in the home during all rentals)

Prior to renting or advertising this property for vacation rental use, the home must be approved and issued a license by the City of Big Bear Lake Tourism Management Department.

 Signature (Prop. Owner/Management Company Rep.)

 Date

 Print Name

 Print Title

*The completed form can be emailed to VRregistration@citybigbearlake.com.

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|---------------------------|-----------------|----------------------|--------------------|
| OFFICE USE ONLY: | | | |
| Rec'd By (Initials) _____ | Receipt # _____ | Amount Paid \$ _____ | Date: _____ |
| License# _____ | N / R _____ | Inspector _____ | Processed By _____ |