



**CITY OF SOLANA BEACH
SHORT-TERM VACATION RENTAL PERMIT**

NEW APPLICATION
635 S. HIGHWAY 101
SOLANA BEACH, CA 92075
(858) 720-2460
www.cityofsolanabeach.org

| FOR CITY USE ONLY | |
|--|-------|
| STVR No. | _____ |
| DATE RECEIVED | _____ |
| AMOUNT PAID | _____ |
| CASH <input type="checkbox"/> or CHECK # | _____ |
| RECEIPT # | _____ |
| PERMIT # | _____ |
| DATE PRINTED & MAILED | _____ |

Notice: You may not conduct your listing until your permit card is issued. Incomplete or inaccurate information will delay approval.

New Application \$257 Manager Change – Existing Permit \$43

Property Street Address of Rental Unit: _____

PROPERTY OWNER AND APPLICANT INFORMATION (NOTE: THIS INFORMATION IS REQUIRED AND MUST BE ACCURATE)

Applicant name (if different from Owner): _____

Property Owner Name: _____

Owner Mailing Address: _____

City _____ State _____ Zip _____

Phone # (_____) _____ Email _____

Applicant Mailing Address (if different from Owner or Managing Agent): _____

Phone # (_____) _____ Email _____

City _____ State _____ Zip _____

Owner's Signature _____ Applicant's signature: _____

APPLICATION CORRESPONDENCE ADDRESS (Notices and permit cards will be sent to this EMAIL or mail address)

Name: _____

Address _____

Phone # (_____) _____ Email _____

RENTAL ADVERTISEMENT INFORMATION (Required)

VRBO # _____

VacationsRentals.com # _____

Home Away # _____

Airbnb # _____

RentalHomes.com # _____

Other Website: _____

MANAGING AGENCY OR AGENT (Note: Professional Managing Agents must obtain a Solana Beach Business Certificate, or indicate "Self Managed".)

Managing Agency or Agent Name _____

Address _____

City _____ State _____ Zip _____

Phone # (_____) _____ E-mail _____

Mailing Address: _____

City _____ State _____ Zip _____

Agent's Signature: _____

24/7 EMERGENCY CONTACT AVAILABLE TO RESPOND WITHIN 1 HOUR (Note: Info will be listed on permit card)

Contact Name _____

Phone # (_____) _____

**RETURN COMPLETED APPLICATION
AND APPLICABLE FEES TO:
CITY OF SOLANA BEACH, Attn: Finance Department
635 S. Highway 101, Solana Beach, CA. 92075**

**New Application Fee: \$257.00
Manager Change Fee: \$43.00
Valid until December 31, 2025
CodeCompliance@Cosb.org / (858) 720-2413**

Thank you for doing business in the City of Solana Beach!