



Town of Nags Head
Short-Term Rental Registration

Submittal Date: _____

Registration Fee \$25 per Short-Term Rental Property

Planning and Development
 Department
 5401 S. Croatan Highway
 PO Box 99
 Nags Head, NC 27959
 252-441-7016: www.nagsheadnc.gov

Short-Term Rental Property Information	
<i>**Please use the reverse for additional properties owned/managed; each separate property requires registration annually by September 1st **</i>	
Street Address:	<input type="checkbox"/> Whole House Rental <input type="checkbox"/> Partial House Rental Total Number of Bedrooms in the House:
Subdivision:	<i>*Partial House Rentals Only*</i>
PIN #:	Number of Bedrooms Rented:
Parcel #:	Number of Parking Spaces:
<i>For Partial House Short-Term Rentals: 1) the number of parking spaces must equal the minimum required for the single-family dwelling, plus one additional space for the Short-Term Rental use, and 2) the rental of more than 2 bedrooms may constitute a bed and breakfast, which are subject to different regulations and restrictions.</i>	

Property Owner Information	Operator Information, if applicable
Name:	Name:
Mailing Address:	Mailing Address:
Phone:	Phone:
Email:	Email:
Is there a Local Contact that would be available to respond to issues related to the operation of the property/properties if the Owner or Operator were unavailable?	
Name:	
Phone:	
Email:	
Is Liability Insurance Coverage in effect to operate this property/properties as a short-term rental? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Acknowledgment	
<i>By signing this registration form, I am acknowledging that I am aware of all local and state laws pertaining to the operation of a short-term rental, including the North Carolina Vacation Rental Act, and the requirement to pay all sales and occupancy taxes.</i>	
Property Owner Signature _____ Date: _____	Operator Signature, if applicable _____ Date: _____

Short-Term Rental Property Information - 2nd Property

Street Address:	<input type="checkbox"/> Whole House Rental <input type="checkbox"/> Partial House Rental
	Total Number of Bedrooms in the House:
Subdivision:	<i>*Partial House Rentals Only*</i>
PIN #:	Number of Bedrooms Rented:
Parcel #:	Number of Parking Spaces:
<i>For Partial House Short-Term Rentals: 1) the number of parking spaces must equal the minimum required for the single-family dwelling, plus one additional space for the Short-Term Rental use, and 2) the rental of more than 2 bedrooms may constitute a bed and breakfast, which are subject to different regulations and restrictions.</i>	

Short-Term Rental Property Information - 3rd Property

Street Address:	<input type="checkbox"/> Whole House Rental <input type="checkbox"/> Partial House Rental
	Total Number of Bedrooms in the House:
Subdivision:	<i>*Partial House Rentals Only*</i>
PIN #:	Number of Bedrooms Rented:
Parcel #:	Number of Parking Spaces:
<i>For Partial House Short-Term Rentals: 1) the number of parking spaces must equal the minimum required for the single-family dwelling, plus one additional space for the Short-Term Rental use, and 2) the rental of more than 2 bedrooms may constitute a bed and breakfast, which are subject to different regulations and restrictions.</i>	

Short-Term Rental Property Information - 4th Property

Street Address:	<input type="checkbox"/> Whole House Rental <input type="checkbox"/> Partial House Rental
	Total Number of Bedrooms in the House:
Subdivision:	<i>*Partial House Rentals Only*</i>
PIN #:	Number of Bedrooms Rented:
Parcel #:	Number of Parking Spaces:
<i>For Partial House Short-Term Rentals: 1) the number of parking spaces must equal the minimum required for the single-family dwelling, plus one additional space for the Short-Term Rental use, and 2) the rental of more than 2 bedrooms may constitute a bed and breakfast, which are subject to different regulations and restrictions.</i>	

<i>Staff Use</i>	
Registration Fees Paid \$ <i>(\$25 per Short-Term Rental Property)</i>	Acceptance: Y N By:
Registration Number(s): 2021-__	