



CITY OF GRASS VALLEY
Community Development Department

125 East Main Street
Grass Valley, CA 95945

Building Division

530-274-4340

Planning Division

530-274-4330

Fax 530-274-4399

Vacation Rental Home Compliance Checklist

Please provide the following for your minor use permit application to be processed:

STR Owner Name: _____

STR Owner Address: _____

STR Owner Phone(s): _____

Number Off-Street Parking Spaces (see Rental Standards #7): _____

Completed *Vacation Rental Home Compliance Checklist*

Provided contact information for local manager / operator

Signed copy of *Vacation Rental Home Standards*

Application for a City of Grass Valley Business License. URL for application and instructions:
<https://grassvalley.hdlgov.com>

Completed *Transient Occupancy Tax Registration**

****The City of Grass Valley does not have a TOT collection agreement established with AirBnB or similar providers. As a STR Operator within city limits it is your responsibility to ensure TOT is collected and remitted directly to the City of Grass Valley. Failure to submit TOT may result in revocation of your minor use permit and/or penalties or fines, per Section 1.14.070 of the Grass Valley Municipal Code.***