



**APPLICATION FOR A MUNICIPAL NONPROPERTY TAX PERMIT
AS REQUIRED UNDER SANDPOINT CITY CODE TITLE 3, CHAPTER 10
Short Term Rentals
(please type or print neatly)**

Name of Short Term Rental _____
(If name of rental is same as owner name, please state "same as owner name".)

Location of Short Term Rental _____
(physical street address in Sandpoint city limits)

Name of Property Owner _____
(If more than one owner or a corporation, please leave blank and see below.)

Owner's Phone Number _____ Email Address _____

Owner's Mailing Address _____
(If different than location address, above.)

If ownership is other than sole proprietorship, list below all partners, officers and directors, principals and/or authorized agents. Attach separate sheet, if necessary.

Name:

Mailing Address:

Name of Local Representative _____

Local Representative's Phone Number _____ Email Address _____

Local Representative's Mailing Address _____

Between January 1, 2016, and December 31, 2025:

The **undersigned agrees** to collect a seven percent (7%) tax on all short term room occupancy charge (thirty or fewer days) for each hotel/motel room rented or leased pursuant to Sandpoint City Code Title 3, Chapter 10.

The **undersigned further agrees** to remit the tax for each calendar month on or before the 20th day of the following month to: SANDPOINT CITY TREASURER, 1123 LAKE ST., SANDPOINT, ID 83864

The undersigned hereby makes application for a municipal nonproperty tax permit as required pursuant to Sandpoint City Code Title 3, Chapter 10.

Dated this _____ day of _____, 20_____.

Applicant's signature:

_____ (print name:_____)

As (circle one): Sole owner Partner Authorized agent

The permit is not assignable and is valid only for the person in whose name it is issued for the transaction of business at the place designated on the permit.

City of Sandpoint Office Use Only

Sandpoint Municipal Nonproperty Tax Permit #: _____

Short Term Rental Certificate # _____ Date Approved: _____ Initial: _____

*stamp
date
received*