



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

Rental Property Address _____

Assessor's Parcel # _____

Property Owner's Name _____

Phone Number _____

Mailing Address _____

City _____ State _____ Zip _____

Property Owner's Email Address _____

Management Company (If not owner managed) _____

Management Company Mailing Address _____

Management Company Phone # _____

Management Company Email Address _____

24/7 Complaint Response Agent and In-Person Check In Agent

(Contact must reside within fifteen miles of the rental unit)

Name _____ 24/7 Phone _____

Physical Address _____

Email Address _____

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

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

Request to Transfer Management: Yes No

New Owner: Yes No

I acknowledge that I must abide by all requirements outlined within the Vacation Rental Ordinance. I understand that I am responsible for remitting annual registrations and any TOT or TBID not automatically remitted to the City by online advertising or booking platforms. 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.

Signature (Prop. Owner/Management Company Rep.)

Date

Print Name

Print Title

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

OFFICE USE ONLY:

Rec'd By (Initials) _____ Receipt # _____ Amount Paid \$ _____ Date: _____

License# _____ N / R _____ Inspector _____ Processed By _____