



TOWN OF MENDON

Mendon Short-Term Rental Registration Form

Year: _____

Property owner

Name _____

Address _____

Email & cell phone _____

Property manager (write "same" if no manager)

Name _____

Address _____

Email & cell phone _____

Property Information:

Address _____

Parcel number (if known) _____

General description of rental property (sgl family home, additional dwelling unit,
apartment, condo, camp) _____

Maximum capacity (excludes children under 2 yrs old) _____

Number of bedrooms _____ (must match wastewater permit)

Number of bathrooms (full) _____ (half) _____

Type of wastewater system (circle one): private septic system or public sewer system

(see other side)



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Rental listing service(s):

Airbnb _____ VRBO _____ Other _____ Self _____

Vermont Meals and Rooms Tax: Attach proof of Vermont Dept of Tax – Meals and Rooms Tax ID Number. Also show evidence of collection of this tax and 3% short term rental surcharge from prior year.

Renter Capacity of More Than 8 Persons: For properties with capacity for housing 9 or more guests, you must provide evidence of compliance with National Fire Protection Assoc (NFPA) requirements, or VT Dept of Health certificate of occupancy when guest count is 17 or higher.



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Mendon Short-Term Rental Property

Certification by Owner

I, (name) _____, certify that I have read the Mendon Ordinance pertaining to Short-Term Rentals, and meet the requirements in Vermont Statutes pertaining to Short-Term Rentals, including but not limited to setting up VT Meals & Rooms tax accounts and reviewing the educational information packet provided by the Vermont Division of Fire Safety.

Additionally, I certify that I have done the following prior to renting it to the public:

____ Tested the smoke and carbon monoxide alarms and changed the batteries.

____ Posted the contact information of the owner and the property manager.

____ Ensured my rental listing matches the bedroom, bathroom and occupancy limit of my Mendon Short-Term Rental registration.

____ Obtained rental property insurance from an insurance company licensed to do business in the Vermont.

____ Ensured that all exit doorways are clear of objects and obstacles that might prevent their full opening.

____ Provided guests with information about parking, excessive noise, and how to use extra features such as pools, hot tubs or saunas.

____ Notified all abutting property owners prior to first rental occurring (1st year only).

Date: _____

Signature: _____