



CITY OF GOOSE CREEK, SC

SHORT-TERM RENTAL UNIT PERMIT APPLICATION

To be processed, this Short-term Rental Unit Permit application must be completed in full, with all required supplemental information completed and attached with the submission. A Short-term Rental Unit Permit must be approved and issued prior to advertising, leasing, or operating any dwelling unit as a Short-term Rental Unit. Failure to comply with all requirements as described in the City of Goose Creek Code of Ordinances, will cause an application to be denied if it has been submitted but not approved; further, it will also prevent any future applications for the same property from being reviewed by the City of Goose Creek for a year from the date of the initial denial.

TYPE OF APPLICATION

Initial Renewal Modification

Initial Registration (non-refundable)	\$100
Annual Renewal of Registration (non-refundable)	\$100
Registration Permit Modification (new rental agent, more bedrooms, reduced parking)	\$0

PROPERTY INFORMATION

Physical Street Address _____

Property Identification Number (TMS) _____

Type of Dwelling Unit* _____ # of Bedrooms _____

**Single-family, Multi-family*

Is your rental a whole home rental or a home stay rental** (circle one)?

***Home stay rental is defined as an owner-occupied rental.*

of Bedrooms Rented (home-stay only) _____ # of days per calendar year property will be rented _____

Minimum # of days property will be rented to the same individual or party: _____

PROPERTY OWNER INFORMATION

Property Owner Name* _____ Business Name _____

Mailing Address (Street) _____

City _____ State _____ Zip Code _____

Phone Number (Primary) _____ Phone Number (Secondary) _____

E-Mail _____

Online Listing Website Address _____

** If owner(s) is/are not a natural person, identify all partners, officers and/or directors of any such entity, including personal contact information. Attach separate sheet, if necessary.*

LICENSED RENTAL AGENT INFORMATION

Agent Name _____ Business Name _____

Mailing Address (Street) _____

City _____ State _____ Zip Code _____

Phone Number (Primary) _____ Phone Number (Secondary) _____

E-Mail _____

REQUIRED DOCUMENTATION	APPLICANT INITIALS
Short-term Rental Unit Permit Application with Fee	
Property Owner Responsibilities Acknowledgement	
Short-term Rental Unit Checklist	
Short-term Rental Agent Authorization Form (if applicable)	
Copy of "Guest Information" Document	
Approval from HOA, POA or Condominium Association, if applicable, on Letterhead	
Complete Home Occupation License Application For (Home-Stay Rental only)	

I affirm that I will adhere to the provisions and regulations outlined in the City of Goose Creek Code of Ordinances and Short-Term Rental Unit Ordinance. I have thoroughly reviewed the information provided in this application and confirm that, to the best of my knowledge, it is accurate, complete, and truthful.

All owners and authorized licensed rental agents, if applicable, must sign this application. Licensed rental agents acting on behalf of property owners are required to complete the Property Owner Authorization Form and sign the Property Owner Responsibilities and Acknowledgements Affidavit.

By signing this document, I acknowledge that I have read and understand the responsibilities associated with operating a Short-term Rental Unit on this _____ day of _____, 20____.

Property Owner Signature

Licensed Agent Signature

Printed Name of Property Owner

Printed Name of Licensed Agent