

Jefferson Parish Lodging Accommodation License Application for Short Term Rentals

**Jefferson Parish Sheriff's Office
Jefferson Parish Attorney's Office
Jefferson Parish Code Compliance & Enforcement**

Type of Application: New: _____

Renewal: _____ (License must be renewed annually)

Name of Establishment: _____

Address of Establishment: _____

Date of (proposed) commencement of operation: _____

Type of Ownership: Individual: _____ Corporation: _____ Partnership: _____ Other (Please Specify): _____

Owner of Establishment: _____

Telephone Number: _____ E-mail address: _____

Mailing Address of Establishment of Owner: _____

Operator of Establishment: _____ Telephone Number: _____

E-mail address: _____

Mailing address of Establishment Operator: _____

Short Term Rentals processing fee is \$750.00 and must be renewed annually by the first day of November each calendar year. A copy of the Establishment's brochure must be included with the application along with proof of ownership or affidavit authorizing the local responsible party, proof of valid, general liability insurance with coverage over five hundred thousand dollars (\$500,00.00) or more and approval from CCE, JPSO and JP Attorney's Office.

Designated local responsible party: _____

*This application does not include long term rentals of a dwelling unit for thirty (30) or more consecutive days or rentals on an hourly basis per Chapter 20 65. See also Sec 17.5 6. Applications fees and requirements (a) (2) d for additional documents required.

*An affidavit executed by the operator designating and authorizing the local responsible party must be included in this application. (When the local responsible party is issued the STR Lodging Accommodation License).

FOR OFFICIAL USE ONLY

License No. _____

Application Date: _____

Issue Date: _____

I certify that the above information is true and correct, and I acknowledge that any misrepresentation made herein may result in the denial of a Short-Term Rental Lodging Accommodation license or if discovered following the issuance, said license may be revoked. I also acknowledge that Jefferson Parish Code of Ordinances, Sections 17.5-6 through 17.5-12 govern the ability to obtain and retain said Short Term Rental Lodging Accommodation license.

Applicant: _____

Date _____