

VACATION RENTAL NEIGHBOR NOTIFICATION

DATE: _____

To: _____

I, _____, am hereby notifying you of my intent to use my property, located at _____, as a Short Term Rental (STR) property. In Compliance with Archuleta County Land Use Regulation LUR 5.5.6.4(4), I am providing you notice of my STR intent along with 24-hr responsible party contact information. If at any time you have concerns in regard to this STR property, or guests, please contact the owner/caretaker/manager listed below. In the event of an emergency or violation of County Ordinances (i.e. noise, trespassing, parking, etc.), call 911.

Legal Owner(s)(from Deed): _____

Primary Owner Contact Name: _____

Owner Contact Email: _____

Owner Contact Phone: _____

Owner Mailing Address: _____

24-HR Responsible Agent Contact Information (if different from owner):

Caretaker/Property Manager Name: _____

Caretaker/Property Manager Phone: _____

Caretaker/Property Manager Address: _____

24-HOUR VACATION RENTAL COMPLAINT LINE: (970) 294-7869

Please call in complaint information to this line if you are unable to reach the parties above or if you are unsatisfied with the resolution provided.

All adjacent neighbors and property owner's association must receive this notice. Adjacent neighbors are any lots or parcels with a dwelling that are meeting or touching at some point, or separated by a street, alley, stream, or open space (i.e. fairway). Condos/townhomes – adjacent neighbors include all units in a shared building.