

Short-Term Rental Legal Requirements

If you rent out a room or space for sleeping accommodations as a short-term rental:

- Your facility is a public building and is subject to fire safety requirements. Contact the Vermont Division of Fire Safety at 802-885-8883.
- The operator must post in each unit contact information for both the Department of Health and the Department of Public Safety's Division of Fire Safety.
- You will need to collect the Vermont 9% meals and rooms tax as well as the Town's 1% Local Option Tax unless the taxes are filed and paid by a third party (Airbnb).
- All short-term rental operators collecting the taxes themselves must post a Vermont Meals and Rooms Tax account number on any advertisement for the short-term rental.
- The operator must post in each unit the telephone number of the individual responsible for the unit.
- The operator must complete and keep on-site a self-certification form prior to renting a unit.

If you are serving any food other than pre-packaged, you will need a food and lodging license.

If you have 3 or more units, you will need a food and lodging license.

If you are creating a new bedroom or an apartment, you will need a State Wastewater Permit. Contact a licensed designer.

The Town of Stowe does not regulate short-term rentals. A zoning permit is needed if you are building an addition for a new bedroom or adding an apartment.

If you are seeking to do business in Vermont as a business name other than your own personal name, regardless of the goods or services provided, you must register your business entity or trade name with the Secretary of State.

Short Term Rental Safety, Health and Financial Obligations

Contact Information

Department of Health: 802-863- 7221
Division of Fire Safety: 802 479-7561

Instructions

The short term rental operator shall post within the unit a telephone number for the persons responsible for the unit and the contact information for the Vermont Department of Health and the Vermont Division of Fire Safety. This form shall be completed by the short-term rental operator and retained on site. The form need not be filed with the department.

SHORT TERM RENTAL OPERATOR INFORMATION

Operator(s) Name (Print):		Number of Rooms Rented:
Physical 911 Address of Property:		Type of Heating System:
Mailing Address:		Public or Private Water:
Cell phone number:	E- Mail:	Tax Account Number:

Division of Fire Safety General Checklist (www.firesafety.vermont.gov)

- Smoke and carbon monoxide alarms are provided in accordance with the attached fire safety info sheet.
- GFI Outlets are provided in locations identified on the attached fire safety info sheet.
- Every sleeping room is provided with a secondary means of escape (see attached fire safety info sheet).
- Heating systems (fuel and wood) have been inspected by a certified fuel service technician (see info sheet).
- Landings, decks, porches and balconies higher than 30 inches from grade are provided with guards and rails.
- Stairs must be provided with graspable handrails (see attached fire safety info sheet).

Health Department General Checklist (www.healthvermont.gov)

- Appliances are operational and in good repair and hot and cold potable water have been supplied.
- Guest rooms have been serviced and cleaned before each new guest.
- Refuse containers are available and emptied at least once each week or more frequently, if necessary.
- Swimming pools, recreational water facilities, and hot tubs are kept sanitary and in good repair.
- Sewage system and toilets function and are in good repair.
- Toxic cleaning supplies are properly labeled, safely stored and used according to the manufacturer's directions.
- Guest rooms are free of any evidence of insects, rodents, and other pests.

Tax Department General Checklist (www.tax.vermont.gov)

- Meals and rooms taxes are filed and paid by a third party. I do not need a Vermont tax account.
- Meals and rooms taxes are **NOT** filed and paid by a third party. I have a Vermont tax account.
- The Vermont Meals and Rooms Tax license is displayed in each rental unit.
- My income from these activities is included on my income tax return.
- I file and pay Vermont Sales Tax for any tangible items I sell.

Signature of Short Term Rental Operator

Date

For detailed information on maintaining a clean, sanitary and healthy short-term rental, please see the Health Department's [Licensed Lodging Establishment Rule](#).

Appliances

- Make sure each appliance provided for guest use is operational and in good repair.
- Clean all cooking appliances, including microwaves and stoves, before each new guest.

Hot and Cold Potable Water

- Supply hot and cold potable water under pressure in sufficient capacity to meet the needs of the rental.
- Make sure the water source is constructed and operated pursuant to the Vermont Department of Environmental Conservation (DEC) requirements.
- Make sure private water supply systems meet the [State's drinking water quality standards](#).

Sewage System and Toilets

- Dispose all sewage through a public sewage treatment plant or an individual sewage disposal system that is constructed, maintained, and operated according to DEC requirements.
- Make sure each toilet is sanitary, in good repair, and operational at all times.

Guest Rooms

- Sweep or vacuum, and wet-clean all floors.
- Clean and sanitize all toilets, sinks, bathtubs, and shower areas appropriate manner and keep them free of hair, mold, and mildew.

Toxic Cleaning Supplies

- Store all poisonous or toxic materials used, including detergents, sanitizers, insecticides and rodenticides, separately from items used by guests to prevent contamination.
- Label containers of poisonous or toxic material with a legible manufacturer's label or the common name of the material.

Insects, Rodents and Other Pests

- Make sure guest rooms are free of any evidence of insects, rodents, and other pests since they may not be rented until any infestation is eliminated.
- Make sure all infestations are treated by a commercially-certified structural pest control operator.
- Use all pest control measures, both mechanical and chemical, in accordance with the manufacturer's recommendations.

Refuse Containers

- Keep the refuse storage area free of debris and clean it to prevent pests and minimize odors.
- Make sure containers have adequate capacity to store all refuse that accumulates between pickups and are emptied at least once a week or more frequently, if necessary, and between guests.

Swimming Pools, Recreational Water Facilities, and Hot Tubs

- [Maintain each swimming pool, recreational water facility, and hot tub](#) to provide for continuous disinfection of the water with a chemical process that leaves a measurable residual in the water.
- Maintain the water at a pH between 7.0 and 8.0, and keep it free of scum, algae, dirt and foreign material.

Linens, Dishware and Utensils

- Clean all linens, including towels, washcloths, bathmats, and bed linens, if provided.
- Make sure all dishware and utensils designed for repeat use are made of safe, durable, and nonabsorbent material, kept in good repair, stored so that they are protected from contamination, and cleaned between guests.