



**SHORT-TERM RENTAL UNIT OWNER
RESPONSIBILITIES AND ACKNOWLEDGEMENTS**

PROPERTY ADDRESS: _____

I, _____, hereby certify and acknowledge by my initials next to each item below, and by my signature on the Short-term Rental Unit Permit Application, that:

GENERAL

- _____ I have answered and/or confirmed all information required by the Short-term Rental Unit Permit application and provided required supplemental information. Further, I understand that any approval issued based on incorrect, false or misrepresented information may be null and void and may be subject to penalty as provided by law.
- _____ I have reviewed the Short-term Rental Unit Permit; Unified Development Ordinance; and, Chapter 6, Article V (*Short-term Rental Unit*) and understand and will comply with the requirements.
- _____ I confirm that the Short-term Rental Unit use is not prohibited by any agreements, covenants, rules and regulations, declarations or other restrictions.
- _____ I acknowledge that the permit number assigned to the Short-term Rental Unit must appear in any advertisement of the rental unit.
- _____ I will maintain initial and ongoing compliance with the Short-term Rental Unit Standards contained in the Unified Development Ordinance and Chapter 6, Article V of the General Code of the Town of Bluffton, as may be amended, and all other applicable local, state and federal laws, regulations and standards as may be applicable and amended.

LICENSING & TAXES

- _____ I acknowledge that operation of a Short-term Rental Unit is subject to local, county and state taxes, including but not limited to property, sales, use, and accommodations taxes, and are liable for the payment thereof as established by state law and the Town of Bluffton Code of Ordinances. The local accommodations tax must be transmitted to the Town in accordance with Sec. 24-23.
- _____ I understand that I am aware that if my property is qualified for the 4% Legal Residence exemption, the use of the property as a Short-term Rental Unit must be reported to the Beaufort County Assessor in writing within six (6) months of the change in use or beginning of the use. Use of the property for a Short-term Rental Unit may result in the full or partial loss of the 4% Legal Residence exemption or may result in the denial of that exemption for a pending application.



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(CONTINUED)**

PROPERTY ADDRESS: _____

LIFE SAFETY

- _____ I acknowledge that the Town of Bluffton will not perform a building inspection of the Short-term Rental Unit.
- _____ I have provided a Short-term Residential Unit Checklist and photos of all required items (N/A if registering electronically).
- _____ I understand that construction work, including but not limited to renovations and alterations, may require a building permit prior to commencing construction, and that I will contact the Town of Bluffton to confirm whether a permit is required.

TRANSIENT GUEST INFORMATION & CONDUCT

- _____ I agree to use my best efforts to assure that use of the Short-term Rental Unit and the premises by transient guests will not disrupt the surrounding neighborhood nor interfere with the rights of neighboring property owners to the quiet enjoyment of their property.
- _____ I agree to post a copy of the Short-term Rental Unit Permit and Guest Information Sheet in the Short-term Rental Unit in a conspicuous place and update information as needed.
- _____ I understand that the Short-term Rental Unit is to be used by transient guests only for a lodging accommodation.
- _____ I must keep a transient guest register to include the name(s), address, date of occupancy and other contact information for each signatory on the rental agreement.
- _____ I am aware that penalties may be assessed for violations by tenants as described in Chapter 18 Offences and Miscellaneous Provisions of the Town of Bluffton Code of Ordinances.

X _____
Signature of Short-term Rental Unit Owner or Agent