



Finance Department - Sales Tax
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2023-2024 SHORT TERM RENTAL REGISTRATION FORM

CBJ USE ONLY		
STR Registration #:	Date:	Initials:

SECTION 1. SHORT TERM RENTAL UNIT INFORMATION

Business Name:			
DBA/Other Name Used:			
AK Business License No.		CBJ Sales Tax Acct. No.	
Physical Address (Street Address):			
# of Bedrooms:		Overnight Capacity:	
Property Type: <i>(select <u>one</u> that best describes property being rented)</i>			
<input type="checkbox"/> House	<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Suite (private bath)	<input type="checkbox"/> Camper/RV
<input type="checkbox"/> Condo	<input type="checkbox"/> Apartment	<input type="checkbox"/> Bedroom (shared bath)	<input type="checkbox"/> Boat
<input type="checkbox"/> Townhome	<input type="checkbox"/> Accessory Dwelling Unit		

SECTION 2. PROPERTY OWNER

Owner Name(s):		
Phone:		Email:
Mailing Address:		
City:	State:	Zip:

SECTION 3. PROPERTY MANAGEMENT (IF NOT OWNER MANAGED)

Contact Name:		Company:
Phone:		Email:
Mailing Address:		
City:	State:	Zip:

I understand that the property owner must register their business with the Sales Tax Office and is ultimately responsible for all taxes, fines, fees, interest, and/or penalties associated with this short term rental unit, whether or not they have a third party register and file tax returns on their behalf.

I understand that this registration is valid until December 31, 2024, and I will need to renew annually while I continue to list my short term rental unit.

Signature: _____ Date: _____

Printed Name: _____