Short Term Rentals are only permissible in A1 (agricultural) or Ag-Res (agricultural residential) zonings with an approved Conditional Use Permit (CUP). The short term rental license application must be submitted with the short term rental business license application and all other required documents.

- The Forsyth County Short-term Rental Ordinance is available at forsythco.com.
- Submit completed applications to:

  Forsyth County Department Business License
  110 East Main Street, Suite 130
  Cumming, GA 30040

- For questions related to the Forsyth County Short-term Rental Ordinance & Application Contact:

  Business License Department
  678-455-9888 (Option 2)
  alcohol@forsythco.com

- Provide Health Department performance evaluation form or County or City Water Department form verifying sewer capacity.

Section 1: Application Type

1) This application is for a Forsyth County Short-term Rental License. Include a payment of $250.00 for the application.

☐ Short-term Rental License: $250.00

2) Is the applicant the owner of the premises: ☐ YES or NO ☐

a) If YES to question 3, provide the name of the owner:

_____

3) Is the applicant an entity other than single property owner : ☐ YES or NO ☐

a) If yes please list the name and information of each person or entity with an ownership interest in the property:

Name: _____ Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

Name: _____ Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

Section II: Proposed Location

4) Provide the address of the proposed short-term rental:

_____

_____

5) The approximate square footage of the short-term rental is: _____

6) The number of bedrooms in the short-term rental is: _____

7) The maximum number of overnight guests allowed is: _____

8) The maximum number of daytime guests allowed is: _____

9) The maximum number of vehicles allowed is: _____

10) The minimum rental period (based on nights) for any rental of the short-term rental is: _____

11) I understand the short-term rental may only be rented to a responsible person as defined in Section 22-265: ☐ YES *or* NO ☐

12) I certify that all designated bedrooms, including egress from all designated bedrooms, meet applicable safety code requirements, as required by Section 22-268(D) of the Short-term Rental Ordinance: ☐ YES or NO ☐

13) For property with an on-site septic system, applicants are required to provide a performance evaluation from the Health Department verifying the condition of the on-site sewage management system. For property serviced by sewer, applicants must provide documentation from the applicable County or City department verifying sewer capacity.

Section III: Application Certification

This application must be sworn to and signed by the applicant(s) in the presence of a notary public or other office authorized to administer oaths. Any misstatement or concealment of fact in the application shall be grounds for denying a license, and shall make the applicant liable to prosecution for perjury under the laws of the State of Georgia.

I solemnly swear that the foregoing statements are true and complete. I understand that any falsehoods are grounds for automatic rejection of this application.

_____
Print Name

_____
Signature

Sworn to and subscribed before me this _____day of_____, 20_____.

_____
Notary Public

110 E. Main Street, Suite 130 | Cumming, Georgia 30040 | (678) 455-9888 | forsythco.com

Section IV: Property Owner Statement

14) I have read and understand the Forsyth County Short-term Rental Ordinance: YES *or* NO

15) I have read and understand the Forsyth County Noise Ordinance: YES *or* NO

16) I understand that, if a license is granted, I must post a copy of the notice required by Sec. 22-268, including a copy of the license, within the licensed premises: YES *or* NO

17) I understand that, if a license is granted, any advertising of the short-term rental shall conform to the requirements of the Forsyth County Short-term Rental Ordinance and shall include the short-term rental license number issued by Forsyth County, notification of the maximum occupancy, notification of the maximum number of vehicles, and provisions regulating noise:

YES *or* NO

18) I understand that, if a license is granted, prior to permitting occupancey of a short-term rental by a transient occupant, I must: (a) verify the rental is to a responsible person and obtain their name and address; (b) provide information about the short-term rental regulations to the responsible person; and (c) require written confirmtaion from the responsible person that he or she:

a) Has read the pertinent regulations; and
b) Understands all applicable laws, rules, and regulations pertaining to the use and occupancy of the short-term rental, including, but not limited to, the County's noise regulations; and
c) Understands that they are bound to all applicable laws, rules, and regulations; and
d) Agrees to comply with all applicable laws, rules, and regulations, and agrees to be legally responsible for compliance by all occupants and/or guests of the short-term rental with all applicable laws, rules, and regulations pertaining to the use and occupancy of the short-term, rental, including, but not limited to the County's noise regulations YES *or* NO

19) Have you had a short-term rental license revoked under the provisions of the Forsyth County Short-Term Ordinance for the same location in the last twelve (12) months?:

YES *or* NO

20) Full Name:_____

21) Date of Birth:_____

22) Phone Number:_____

23) E-mail Address:_____

24) Address:_____

25) Resident of :_____ County, State of :_____

Certification of Property Owner Statement:

I solemnly swear that the foregoing statements are true and complete. Any misstatement of concealment of fact in the application shall be grounds for denying a license, and shall make the applicant liable to prosecution for perjury under the laws of the State of Georgia. I understand that any falsehoods are ground for denial of this application.

_____
Printed Name

_____
Signature

_____, 20_____day of_____ Sworn to and subscribed before me this.

_____
Notary Public

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Section V: Local Contact Person Verification

26) Name of local contact person and date of birth (must be 21 years of age or older):

_____

27) Address of local contact person:

_____

28) Phone number of local contact person:

_____

29) Email address of local contact person:

_____

30) I have read and understand the Forsyth County Short Term Rental Ordinance: ☐ YES *or* NO ☐

31) I have read and understand the Forsyth County Noise Ordinance: ☐ YES *or* NO ☐

32) I understand that, if a license is granted, I must post a copy of the notice required by Sec. 22-268(a), including a copy of the license, within the licensed premises: ☐ YES *or* NO ☐

33) I understand I am required to respond to the location of the short-term rental 24hrs a day, 7 days a week, within three (3) hours after being notified by a duly authorized representative of Forsyth County of the need to respond: ☐ YES *or* NO ☐

34) I understand that, if a license is granted, prior to permitting occupancy of a short-term rental by a transient occupant, I must: (a) verify the rental is to a responsible person and obtain their name and address; (b) provide information about the short-term rental regulations to the responsible person; and (c) require written confirmation from the responsible person that he or she:
    a. Has read the pertinent regulations; and
    b. Understands all applicable laws, rules, and regulations pertaining to the use and occupancy of the short-term rental, including, but not limited to, the County's noise regulations; and
    c. Understands that they are bound to all applicable laws, rules, and regulations; and
    d. Agrees to comply with all applicable laws, rules, and regulations, and agrees to be legally responsible for compliance by all occupants and/or guests of the short-term rental with all applicable laws, rules and regulations pertaining to the use and occupancy of the short-term rental, including, but not limited to, to the County's noise regulations. ☐ YES or NO ☐

35) Local Contact Person Verification:

Application must be sworn to and signed by the applicant(s) in the presence of a notary public or other office authorized to administer oaths. Any misstatement or concealment of fact in the application shall be grounds for denying a license.

I solemnly swear that the foregoing statements are true and complete. I understand that any falsehoods are grounds for automatic rejection of this application.

_____
Print Name

_____
Signature

Sworn to and subscribed before me this _____day of_____, 20_____.

_____
Notary Public

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