

**Galveston Park Board
Galveston Short Term Rental Registration**

Please complete one form for each rental property.

New registrations are \$50 per property.

Make checks payable to: Galveston Park Board – HOT Tax

Mail or drop off: 601 Tremont St., Galveston, TX 77550 – Mon.-Fri. 8:30 a.m. – 5:00 p.m.

Property Address: _____ **Unit #** _____ **Property Name** _____
Number and Street ONLY If applicable

Property I.D. Number: R# _____ **Max Occupancy: Day** _____ **Night** _____

Note: The property i.d. number is the number the appraisal office uses to identify your property. The number begins with "R" followed by six digits.

Type of Unit	<input checked="" type="checkbox"/>	Type of Unit	<input checked="" type="checkbox"/>	Type of Unit	<input checked="" type="checkbox"/>	# of units
Single family home	<input type="checkbox"/>	Bed & Breakfast	<input type="checkbox"/>	Hotel/Motel	<input type="checkbox"/>	
Condo/Townhome	<input type="checkbox"/>	Trailer	<input type="checkbox"/>	Condo-Hotel	<input type="checkbox"/>	
Other:	<input type="checkbox"/>		<input type="checkbox"/>	Apartment	<input type="checkbox"/>	

Date Property Became a Rental Unit: _____ (mm/dd/yyyy)

Provide account numbers for 3rd party sites:

VRBO _____ Home Away _____ Trip Advisor _____ AirBnB _____

Property Owner: Name: _____
Last First Middle Initial

Taxpayer I.D. # _____ (15 digits) _____ No Taxpayer I.D.

Mailing Address: _____

City, State, Zip _____

Work Phone _____ Mobile: _____

Owner's Physical Address: _____
Address

City, State & Zip

Owner's email address: _____

Property Management: **None – Self-managed**

Company Name: _____ Taxpayer I.D.# _____
Company Name

Mailing Address: _____

City, State, Zip _____

Work Phone: _____ Mobile: _____

Management's Physical Address: _____
Address

City, State & Zip

Manager's email address: _____

Local Contact for Problems: **Contact Owner** **Contact Mgt. Company**

Name: _____
Last First Title

Mailing Address: _____

City, State, Zip _____

Work Phone: _____ Mobile: _____

Contact's Physical Address: _____
Address, City, State & Zip

Local contact's email address: _____

Questions? Contact the Galveston Park Board "HOT Tax" Representative
Call Customer Service: (409) 797-5132 or Email: KTerry@GalvestonParkBoard.org Rev. 01.12.2016