

October, 2019



DEPARTMENT OF SPECIAL PROGRAM COMPLIANCE

Vacation Rental and Homeshare Monthly Newsletter

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Welcome to the Vacation Rental and Homeshare Monthly Newsletter. The goal for the newsletter is to continue communication to stakeholders on topics of general concern on and between the months of the Quarterly Stakeholder Meeting.

Our next Quarterly Stakeholder Meeting is scheduled on November 12, 2019 at 4:00 p.m. located at 425 N Civic Drive, Palm Springs.

Future Stakeholder Meetings:

- February 11, 2020 - 425 N Civic Drive, Palm Springs - 4:00 p.m.
- May 12, 2020 - 425 N Civic Drive, Palm Springs - 4:00 p.m.

Contract Summaries

Contract Summaries are required to be submitted prior to occupancy for Vacation Rental Properties (excluding Homeshares)

Q: What are Contract Summaries?

A: Contract Summaries are a summary of the rental contract for stays 28 days or less.

This enables the Department of Special Program Compliance to monitor contract count limitations as defined in the municipal code [5.25.070\(b\)](#)

The contract submittal tool is located on our website. [Submit Contract Summary](#)

If you are experiencing problems with the submittal tool, contact the department at 760-322-8382

The Department

The Vacation Rental Compliance Department is now under The Department of Special Program Compliance. Look for this update on the website and future communications

Contact Information:

The Department of Special Program Compliance

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425 N Civic Drive
Palm Springs, CA 92262

Office Hours:

8:00 am to 6:00 pm, Monday-Thursday
Closed Fridays

Renewal Application

Vacation Rental Certificates are valid for one year. You will need to complete and submit a renewal application each year at least 45 days before expiration. An annual renewal fee of \$944.00 is due at the time you submit your paperwork. Additionally, you will need to complete an annual safety inspection.

Please make sure all documents are complete as incomplete applications will be returned.

Contact the department with any questions at 760-322-8382



The Department of Special Program Compliance

425 N Civic Dr, Palm Springs, CA, 92262