



Town of Banner Elk

PO Box 2049
Banner Elk, North Carolina 28604
Telephone (828) 898-5398
Fax (828) 898-4568
www.townofbannerelk.org

SHORT TERM RENTAL (STR) APPLICATION

To apply for your short term rental permit, please present the following documentation and complete the form below:

DOCUMENTS AND FEES

- \$200 STR Initial Application Fee (\$50 renewal annually)
- Proof of Residency (2 forms with addresses)
- Signed Owners Affidavit (Only needed when the applicant is not the property owner)
- Proof of mailing to adjoining property owners

FLOOR PLAN

- Must show all portions of home or building that include heated floor area; and
 - Label each room's function; and
 - All doors and windows, with egress windows clearly identified for the STR area(s); and
 - Area(s) to be utilized for STR guests; and
 - Smoke detectors must be located within each of the STRs bedroom(s) and shown on the floor plan; and
 - Show dimensions and area of all room(s) in the STR area; and
 - Show any sinks present in or contiguous to the STR area; and
 - Show any refrigerators present in or contiguous to the STR area and indicate the capacity in cubic feet.
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Applicant Name:_____

Applicant Phone Number:_____

Applicant's e-mail address:_____

Second Applicant Name:_____

Second Applicant's Phone Number:_____

Second Applicant's e-mail address:_____

Property physical address:_____

Mailing Address:_____

Local Person Responsible (if Owner is Absent):_____

Local Contact Phone Number:_____

Local Contact Address:_____

Local Contact e-mail:_____

Number of Bedrooms:_____

STR Area Square Footage:_____

Applicant's Signature:_____

Secondary Applicant's Signature:_____

*Please attach the Floor Plan, Two Proofs of Residency and the Affidavit (if applicable).