



County of Albemarle
DEPARTMENT OF FINANCE AND BUDGET

OFFICE OF REVENUE ADMINISTRATION
AlbemarleCountyFinance@albemarle.org
tel: 434-296-5852
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**SHORT-TERM RENTAL
ANNUAL RENTER'S CERTIFICATE OF REGISTRATION**

Virginia Code §58.1-3510.5

YEAR	FILING DEADLINE	DATE BUSINESS BEGAN IN ALBEMARLE COUNTY	ACCOUNT NUMBER
2023	MARCH 1, 2023		

BUSINESS INFORMATION

Legal Name:		Trade Name:	
Tax Identification Number (FEIN or SS#):		Website:	
Business Location Address:			
Mailing Address:			
Contact Name:		Email:	
		Telephone:	

Individual/Sole Proprietorship Partnership Corporation LLC Other

What type of merchandise/equipment do you rent?	
If rented on contract, what is the average length of contract?	

Businesses that meet the definition of short-term rental business under *Albemarle County Code §15-1200* and *Virginia Code §58.1-3510.4* must collect a tax from their customers on all short-term rental properties in lieu of the business tangible personal property tax on the rented properties. Failure to return the Annual Renter's Certificate of Registration by March 1 may result in non-qualification for tax year.

PLEASE PROVIDE THE INFORMATION BELOW:

	SHORT-TERM RENTAL
1. Enter your total gross rental receipts for all rentals at the above location for the past calendar year.	\$
2. Enter your gross rental receipts from transactions on property, other than heavy equipment, for rental periods of 92 consecutive days or less, including extensions and renewals.	\$
3. Divide line 2 by line 1 to calculate the percentage of your short-term rental receipts for non-heavy equipment property.	%
4. Enter your gross rental receipts from transactions on heavy equipment for rental periods of 270 consecutive days or less, including extensions and renewals.	\$
5. Divide line 4 by line 1 to calculate the percentage of your short-term rental receipts for heavy equipment property.	%

- If your business started after January 1, 2022, estimate the gross receipts amounts for the period in 2022 during which you have been in business and enter these amounts on line 1 and 2.
- Heavy equipment property means rental property of an industry described under code 532412 or 532490 of the 2002 North American Industry Classification Systems as published by the United States Census Bureau, excluding office furniture, office equipment, and programmable computer equipment and peripherals as defined in §58.1-3503 A 16.

This form must be signed and dated by the Business owner. If the business is owned by an association, partnership, limited liability company, or corporation, it must be signed by a member, partner, executive officer, or other person specifically authorized by the association, partnership, limited liability company, or corporation to sign tax forms on behalf of the business.

I, the undersigned, do hereby swear (or affirm) the information supplied herein is true and complete, to the best of my knowledge and belief.

Authorized Signature	Print Name	Title/Signing Capacity	Date
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Submit your completed Short-Term Rental Annual Renter's Certificate of Registration via email to AlbemarleCountyFinance@albemarle.org, mail to County of Albemarle, 401 McIntire Rd, Suite 133, Charlottesville VA 22902, or Fax to (434)243-7906.

OFFICE USE ONLY			
APPROVED (Y/N):		PROCESSED BY:	DATE: