

# Placer County Short Term Rental (STR) Application “How To”

Please read through these instructions prior to starting your application for a **New** STR permit. Do not use for Renewal, renewals notices are sent directly to permit holders.

**\*\*Before you start, you will need the following items saved to your computer for electronic upload\*\***

-Completed and signed Self-Certification Form

<https://www.placer.ca.gov/DocumentCenter/View/42383/SHORT-TERM-RENTAL-Self-Certification-PDF?bidId=>

-Proof of garbage service (copy of bill or service agreement)

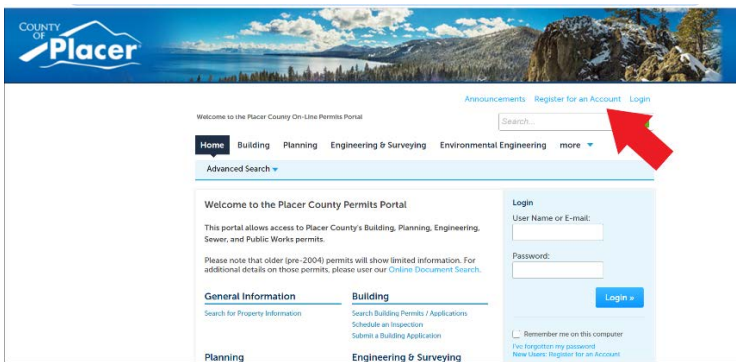
**Step 1-** Apply for a TOT Certificate (skip to Step 2 if you already have a TOT Certificate)

<https://placer-ca-str.deckard.com/>

*Transient Occupancy Tax (TOT) is a tax paid on the income you earn from your short term rental, this certificate is issued by the Placer County Revenue Services Dept and is a separate function from your permit, but is a required in addition to your short term rental permit. **Make a note of your TOT certificate number.***

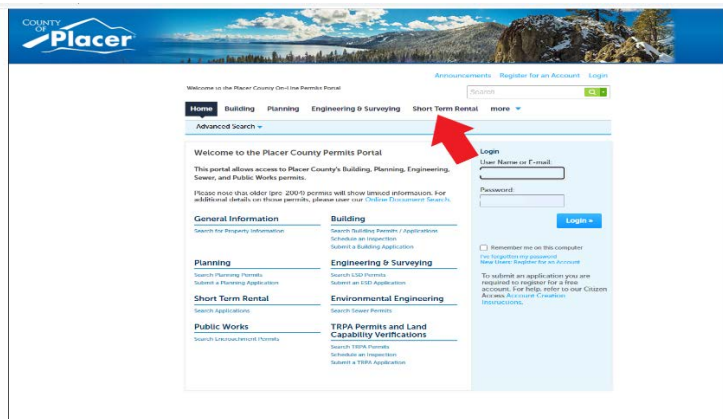
**Step 2-** Create your profile in Placer County’s online permitting system

<https://permits.placer.ca.gov/CitizenAccess/Default.aspx>



**Step 3-** Apply for a Short Term Rental Permit

<https://permits.placer.ca.gov/CitizenAccess/Default.aspx>



If you do not wish to use the online permitting system, please complete an application

([https://www.placer.ca.gov/DocumentCenter/View/42378/CDRA-STR-Application\\_FINAL](https://www.placer.ca.gov/DocumentCenter/View/42378/CDRA-STR-Application_FINAL)) include signed self-certification, proof of garbage service and payment: mail to STR Program, 3091 County Center Dr., Auburn CA 95603