



## FAQ's

**Q: What happens if I do not register?**

**A: The City may pursue a code enforcement code investigation.**

**Q: What if I have long-term rentals on my property (30-days or more)?**

**A: The short-term rental regulations do not apply to long-term rentals.**

**Q: Are the forms available online?**

**A: Yes, everything can be found at:**

**<http://cityoforinda.org/365/Short-Term-Rental-Registration>**



City of Orinda  
Planning Department  
22 Orinda Way  
Orinda, CA 94563  
Phone (925) 253-4210

# City of Orinda

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Short-Term Rentals:  
Annual Registration  
Requirements

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## About Short-Term Rentals

Beginning October 5, 2017, property owners and/or operators listing addresses in Orinda for short-term rental (less than 30-days in duration) are required to register with the city. Please refer to the following guidelines for short-term rentals in Orinda.

## Short-Term Rental Registration

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Orinda Municipal Code section 17.3.12 establishes the regulations for Short-Term Rentals (30-days or less.) The main points are outlined below:

### 1. Registration is required

- The property owner and operator (if applicable) must complete and submit a registration form, including a Transient Occupancy Tax form.
- Registration is valid for one (1) year from date of issuance and must be renewed prior to expiration.
- Registration is non-transferable.

### 2. Permitted uses

- The rental unit can not be used for any use that would require a Temporary Event permit.
- The maximum occupancy of any space used for Short-Term rental is two (2) people per bedroom plus three (3) people.
- Only one short-term rental can take place on a single lot at any given time.



### 3. Code Compliance

- The property owner and operator (if applicable) are jointly responsible for ensuring the rental space complies with all local, state, and federal health and safety requirements
- The property owner and operator (if applicable) are jointly responsible for compliance with all City regulations, including those regarding noise, parking, and occupancy.
- A local contact person must be available 24 hours a day to accept phone calls and respond in person within 30 minutes if code compliance issues arise.

## Transient Occupancy Tax

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Code section 3.12.030 establishes the following:

- Operators that rent spaces to transients must obtain and post a Transient Occupancy Registration Certificate.
- The owner or operator of the rental space is responsible to collect, report, and remit 8.5% of the rent charged on a quarterly basis.

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### Fees:

- Initial Short-Term Rental Registration: \$250.
- Annual Review: \$150.

