



Land Use Services Department Code Enforcement Division

San Bernardino County Government Center
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High Desert Government Center
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Rancho Cucamonga Office
8575 Haven Avenue, Suite 130
Rancho Cucamonga 91730
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RENTAL DWELLING UNIT BUSINESS LICENSE

GENERAL PROCEDURES

1. Application processing – The code enforcement staff will review the application and will approve the license as quickly as possible. You must submit a separate license application for each property.

In accordance with San Bernardino County Code, effective July 1, 2017 all properties with single and multi-family rental dwellings in the unincorporated areas of the County are required to maintain a valid "Rental Dwelling Unit License." This license applies to rentals lasting 30 or more consecutive days in any consecutive 12-month period. This requirement is in addition to other permits that may be required (e.g., Health, Building & Safety, Fire, etc.).

Fees

1. _____ Check or money order made payable to San Bernardino County Code Enforcement in the correct amount.

New Application and License Fee	\$ 59.00
Annual Renewal Fee	\$ 59.00

The fee is **per property**. Property Owners licensing multiple properties must submit a separate application and pay a separate fee for each property.



RENTAL DWELLING UNIT BUSINESS LICENSE APPLICATION

Complete all sections of this application.

Section 1 – Property Owner.

Property Owner Name _____

Mailing Address _____

City _____ Zip _____

Phone _____ FAX No. _____ E-Mail _____

Emergency Contact _____

For additional properties, please use additional copies of this form

Section 2 – Property Data

Property Assessor Parcel Number _____

Property Address _____

City/ Area _____ Zip _____

Dwelling Type (Single Family Residence, Apartment, Condominium, Mobile Home, etc.) _____

Number of dwelling units on property _____

Signature:

Signature

Date

Section 3 – Authorized Representative

Complete this section **only** if you wish to designate an authorized representative for the rental dwelling property

I authorize the person(s) listed below to act on my behalf in regard to the rental dwelling unit

Print Name of Rental Dwelling Unit Owner or Corporate Representative

Signature of Rental Dwelling Unit Owner or Corporate Representative

Date Signed

AUTHORIZED REPRESENTATIVE

Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____ City: _____

State: _____ Zip: _____ Telephone Number: () - _____

OR Property Management Company Name:

Address: _____ City: _____

State: _____ Zip: _____ Telephone Number: () - _____