



CITY OF BOULDER
Planning and Development Services

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STANDARD RENTAL LICENSING EXEMPTION AFFIDAVIT

Rental properties in Boulder must have a valid rental license issued by the City of Boulder and must abide the city’s rental licensing requirements prior to leasing any rental property, or room(s) within a property, to another person. (Section 10-3-2 of the Boulder Revised Code (B.R.C.) 1981). However, there are two exemptions to this standard rental (30 days or more) requirement. If either of the situations outlined below are applicable, a property may be exempt from the city’s rental licensing requirement. **Short-term rentals are properties that are rented for less than 30 days at a time and are only allowed at the owner’s principal residence. All short-term rentals must be licensed before advertising the property for rental; there are no exemptions for short-term rentals.**

Relative-Occupied

According to Section 10-3-2(b)(1), B.R.C. 1981, buildings that are occupied by members of the owner’s family who are at least 21 years of age and housing no more than two additional roomers who are unrelated to the owner or the owner’s family are exempt from the rental licensing requirement.

By signing below, I, _____ (Printed Name), attest that I am the owner of the property located at _____ (Address), that this property is occupied by one or more members of my family who are at least 21 years of age and houses no more than two additional roomers who are unrelated to my family, and, therefore, does not require a rental license. If I decide to rent this property at any time, pursuant to Section 10-3-2, B.R.C. 1981, I will notify the city’s Rental Licensing Program and take the necessary steps to obtain a rental license immediately.

Name of family member(s): _____

Relation to owner: _____

Temporary Rental of Owner’s Primary Residence

According to Section 10-3-2(b)(2), B.R.C. 1981, a dwelling unit that meets **all** of the following conditions is exempt from only the standard (30 days or more) rental licensing requirement:

- The dwelling unit constitutes the owner's primary residence;
- The dwelling unit is temporarily rented by the owner for a period of time no greater than 12 consecutive months during any two-year period;
- The dwelling unit was occupied by the owner immediately prior to the temporary rental;
- The owner of the dwelling unit is temporarily living outside of Boulder County; and
- The owner intends to re-occupy the dwelling unit upon termination of the temporary rental period identified in subparagraph (b)(2)(B) of this section of the B.R.C.

By signing below, I, _____ (Printed Name), attest that I am the owner of the property located at _____ (Address), that it meets all of the requirements listed above, and, therefore, does not require a rental license. If I decide to rent this property beyond the conditions listed above, pursuant to Section 10-3-2, B.R.C. 1981, I will notify the city’s Rental Licensing Program and take the necessary steps to obtain a rental license immediately.

I acknowledge that this Affidavit is a “public record” and if I make a false entry or representation in this Affidavit, then I will commit a violation of section 5-5-9(a)(1), B.R.C. 1981. I have carefully considered the contents of this Affidavit before signing. I affirm that the contents are true, to the best of my knowledge.

Signature: _____ Date: _____

Owner Contact Information *Required

Name _____ Phone _____ Email _____