



175 East 200 North  
St. George, Utah 84770  
Phone: 435-627-4740

### **Rental Dwelling Business License Information Sheet**

- A local agent (Washington County Resident) authorized to act for and on behalf of the owner for the purpose of receiving notices and performing the property owner's obligations is required to be listed on the application when the owner resides outside of Washington County.
- Three or more units may require an inspection by the City Code Enforcement Office prior to the issuance of the business license. The business license office will contact you to schedule the inspections.
- Change of ownership requires a new application and must be made within thirty (30) days. Please notify the Business License Department if a rental unit is sold.
- **All properties** on a license must be owned by the same entity. The name on the business license must match exactly to the name recorded as the Owner with Washington County, therefore if the recorded owner does not match exactly another license must be purchased.
- Owners that are LLC's or S or C Corporations must provide Articles of Organization, if the person filling out the application is not on the Articles you must provide documentation showing proof of signing authority.

The receipt of payment by the Business License Department for the Rental Dwelling License does not constitute approval to start the leasing of the unit to others. The actual Business License will be issued only when **all** inspections are completed and signed off by the Code Enforcement Office and approval is given by the Business License Officer. The City of St. George shall not be held responsible for delays in processing an incomplete application or for property improvements, and other business expenditures that occur prior to the issuance of the Business License.

Failure to obtain a Rental Dwelling Business License is a class B misdemeanor and is subject to a \$1000.00 fine and/or six month sentence for each day the violation occurs.