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Pagosa Springs vacation rental checklist

Archuleta County, Colorado | Rules checked November 8, 2026

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Inside Pagosa Springs town limits, a short-term rental needs a town Vacation Rental License: $50 to apply and $700 the first year, $500 to renew, plus a $500 workforce housing fee. Stays owe 6.9% sales tax plus the town's 4.9% lodging tax.

> We read the town's 2024 fee schedule; fees may have changed. Ask the town for its vacation rental standards (inspection, occupancy, parking) and whether the $500 workforce housing fee is yearly.

Licensing steps

STATE OF COLORADO

- [ ] **Get a state sales tax license**
  If you rent rooms or a home for stays under 30 days, Colorado requires a sales tax license from the Department of Revenue. Platforms like Airbnb collect the state and state-administered taxes on their bookings; you file for anything booked directly.
  MyBiz Colorado: https://mybiz.colorado.gov/
- [ ] **Check for home-rule city taxes**
  Many cities and mountain towns collect their own sales and lodging taxes. Platforms aren't required by the state to collect these, so you may need a separate city tax license and returns.
- [ ] **Get your county or city rental license**
  Most Colorado mountain counties and towns, and Denver, require a short-term rental license or permit, often with an inspection, an occupancy limit, posted information, and a local responder. Pick your area for the rules.

ARCHULETA COUNTY, COLORADO

- [ ] **Get a state sales tax license**
  Needed for any rental unless a platform covers all your taxes.
- [ ] **Then your town or area**
  Towns set their own rental licenses and collect their own taxes, and the county's rules cover only areas outside town limits. Pick your area.

TOWN OF PAGOSA SPRINGS

- [ ] **Get a Vacation Rental License**
  Apply to the Town of Pagosa Springs for a Vacation Rental License and town business license. Late renewals cost $50 a month after 30 days.
- [ ] **Taxes on each stay**
  Stays under 30 days owe 6.9% state and county sales tax plus the town's 4.9% lodging tax. Airbnb and other platforms collect the state and state-administered taxes on their bookings; for direct bookings, file with the Colorado Department of Revenue. Open a lodgers tax account with the town and file the 4.9% by the 20th of each month; ask the town whether Airbnb collects it.

Fees

About $1,250 the first year, $500 to renew

Vacation rental license application	**$50**
Vacation rental license (first year)	**$700**
Renewal	**$500**
Workforce housing fee	**$500**
Late renewal	**$50 a month after 30 days**

Who to contact

Pagosa Springs Town Clerk: 970-264-4151

Official sources

Colorado Department of Revenue: Sales & Use Tax Topics: Rooms & Accommodations-. https://tax.colorado.gov/sales-use-tax-topics-rooms-accommodations

Colorado Department of Revenue: Sales Tax Guide and Colorado Sales/Use Tax Rates (DR 1002)-. https://tax.colorado.gov/sites/tax/files/Sales%2011.pdf

Town of Pagosa Springs: 2024 Town Fee Schedule (adopted December 5, 2023)-. https://www.pagosasprings.co.gov/sites/g/files/vyhlif7221/f/pages/2024_town_fee_schedule_adopted_12052023.pdf

Town of Pagosa Springs: What are the Lodging Tax requirements?. https://www.pagosasprings.co.gov/node/7661