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Westcliffe vacation rental checklist

Custer County, Colorado | Rules checked November 8, 2026

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Westcliffe licenses short-term rentals for two years at a time ($200, then $150), with a fire department inspection, a self-compliance affidavit with an exit map or floor plan, and up to 2 guests per bedroom plus 2.

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.

CUSTER COUNTY, COLORADO

- [ ] **Then your town or area**
  Cities and towns make their own rental rules inside their limits; the county's rules apply only outside them. Pick your area.

TOWN OF WESTCLIFFE

- [ ] **Get your tax accounts**
  Register for a Colorado sales tax license and lodging tax account with the Department of Revenue, and get the town's $40 yearly business license.

- [ ] **Self-certify and book the fire inspection**
  Sign the self-compliance affidavit (dated within 60 days of applying), including a map or floor plan of emergency exits, and schedule a Wet Mountain Fire Department inspection.

- [ ] **Apply and post the required information**
  Apply with the $200 fee. Post the address, license number, local agent, and owner contact inside, and put the license number in every listing. Renew every two years for $150.
  Westcliffe STR application:
  https://townofwestcliffe.colorado.gov/sites/townofwestcliffe/files/documents/Short-term-Rental-License-Application.pdf

- [ ] **Taxes on each stay**
  Stays under 30 days owe 2.9% state plus Custer County and town sales taxes. Airbnb and other platforms collect the state and state-administered taxes on their bookings; for direct bookings, file with the Colorado Department of Revenue. Westcliffe's taxes are state-collected, so platforms collect them.

Fees

$200 for two years, then $150, plus $40 a year

New STR license (two years)	**$200**
Renewal (two years)	**$150**
Town business license (yearly) $25 late fee after February 15.	**$40**

Inspection checklist

- ☐ **Smoke alarms.** Outside each sleeping area, in each bedroom, and on every level.
- ☐ **Carbon monoxide alarms.** Within 20 feet of sleeping areas.
- ☐ **Fire extinguishers.** Within 30 feet of the kitchen, on each level, and in the garage.
- ☐ **Exit map or floor plan.**
- ☐ **Address numbers at least 4 inches tall.**

House rules for guests

Guests: 2 per bedroom + 2

Parking: On site, or on the street in front where allowed

Westcliffe asks for drawings with your application.
Make the site sketch, floor plans, and evacuation maps to scale from your measurements at FireEscapePlan.com.

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 Westcliffe: Short-term Rental License Application-
. https://townofwestcliffe.colorado.gov/sites/townofwestcliffe/files/documents/Short-term-Rental-License-Application.pdf