LICENSEDRENTAL.COM

Lakewood vacation rental checklist

Jefferson County, Colorado | Rules checked November 8, 2026

Scan for the latest version

Lakewood licenses short-term rentals only in the owner's primary residence, for $150 and then $75 a year. You need a certified home inspection, a floor plan of the whole house, $500,000 insurance, and certified-mail notice to your neighbors.

> FHA loans don't allow rentals shorter than 30 days; check your mortgage.

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.

JEFFERSON 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.

CITY OF LAKEWOOD

- [ ] **Get the home inspected**
  Hire an ASHI, InterNACHI, or Certified Master Inspector to inspect the home and sign the city's Home Inspection Form within 30 days of your application.

- [ ] **Draw the floor plan and notify neighbors**
  Draw a floor plan of the whole house, labeling the rental areas and how many rooms you'll rent. Send the Community Notice Form to every abutting property by certified mail.

- [ ] **Apply online**
  Upload proof of primary residence and the notarized ownership and compliance affidavits, the recorded deed, proof of $500,000 liability insurance with a short-term rental endorsement, any HOA rules showing rentals are allowed, and your city sales tax license or proof your platform collects it. Pay $150.
  Lakewood STR license:
  https://www.lakewoodco.gov/City-Hall/Departments/City-Clerks-Office/CCO-services-permits-registrations/Short-Term-Rental-License

- [ ] **Renew yearly**
  Upload the renewal cover sheet, residence proof, current insurance, and a listing showing your license number, and pay $75.

- [ ] **Taxes on each stay**
  Stays under 30 days owe 2.9% state plus Jefferson County, RTD, and Lakewood 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. Lakewood is a home-rule city; if your platform doesn't collect city sales tax for you, get a city sales and use tax license and file with the city.

Fees

$150, then $75 a year

New license	**$150**
Annual renewal	**$75**

Inspection checklist

- [ ] **Third-party home inspection.** Signed Home Inspection Form from a certified inspector.

Who to contact

Lakewood City Clerk: 303-987-7080
STR email: STR@lakewoodco.gov

Lakewood 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

City of Lakewood City Clerk's Office: Short-Term Rental License Applications-
. https://www.lakewoodco.gov/City-Hall/Departments/City-Clerks-Office/CCO-services-permits-registrations/Short-Term-Rental-License