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Keystone vacation rental checklist

Summit County, Colorado | Rules checked November 8, 2026

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Keystone became a town in 2024 and has licensed its own short-term rentals since October 2024. There's no cap. The license is $285 a year, and houses, duplexes, and townhomes must include a parking diagram. The town added a 2% lodging tax in 2025.

> Keystone was part of unincorporated Summit County until 2024; licenses now come from the town.

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.

SUMMIT COUNTY, COLORADO

- [ ] **Get a state sales tax license**
  You need a Colorado sales tax license for stays under 30 days unless a platform collects everything for you. The state, county, transit, and housing taxes are filed with the Department of Revenue.

- [ ] **Then your town or area**
  Each town licenses its own short-term rentals and collects its own taxes; outside town limits the county's rules apply. Pick your area.

TOWN OF KEYSTONE

- [ ] **Prepare a parking diagram**
  If you rent a house, duplex, or townhome, include a diagram of the allowed parking spaces. Guests must get a parking pass for each space at check-in, showing the address or unit number.

- [ ] **Apply online**
  Apply any time through the town's online licensing system and pay $285. Give direct contact numbers, review your HOA's rules (town rules don't override them), and display the Good Neighbor Guidelines in the unit. The rules otherwise follow Summit County's code.
  Keystone short-term rentals: https://keystone.colorado.gov/short-term-rentals

- [ ] **Taxes on each stay**
  Stays under 30 days owe 2.9% state, 2% county, 0.75% transit, and 0.725% housing sales tax, plus Keystone's 2% 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. Your application asks for lodging tax information. Ask the town whether Airbnb collects the town lodging tax and whether the town has its own sales tax.

Fees

$285 a year

Short-term rental license (new or renewal)	**$285**

Who to contact

STR hotline: 970-486-3010
STR email: str@keystoneco.gov

Keystone 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 Keystone: Short-Term Rentals. https://keystone.colorado.gov/short-term-rentals

Town of Keystone: Short-Term Rental Regulations. https://keystone.colorado.gov/short-term-rental-regulations