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Griffin vacation rental checklist

Spalding County, Georgia | Rules checked November 6, 2026

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Griffin requires a yearly short-term rental certificate ($100) and an occupational tax certificate for any stay of 30 days or less. Your agent must reach the rental within two hours of a city call, and the city's 8% hotel-motel tax applies to every short-term rental.

> Three code violations at a property in 12 months revoke the certificate for 12 months. Fines are $500, $750, then $1,000, and $1,000 for operating without a certificate.

> Zoning is set separately; ask the city whether your district allows the rental.

Licensing steps

STATE OF GEORGIA

- [ ] **Know what the platform collects**
  Airbnb collects state and local sales tax, the $5-a-night state hotel-motel fee, and the local hotel-motel tax on its Georgia bookings. Ask any other platform what it collects, and keep records either way.
- [ ] **Register for direct bookings**
  If guests book and pay you directly, register for sales tax with the Georgia Tax Center and file the local hotel-motel tax with your city or county. If your city or county requires a business license or occupation tax for the rental, the DOR treats you as an innkeeper and you also owe the $5 state fee on direct bookings.
  Georgia Tax Center: https://gtc.dor.ga.gov/
- [ ] **Check your city or county**
  Most of the rules are local: short-term rental permits, business licenses (occupation tax), zoning limits, and caps. Some cities ban rentals in residential zones. Pick your area.

SPALDING COUNTY, GEORGIA

- [ ] **Then your city or area**
  Pick your area.

CITY OF GRIFFIN

- [ ] **Apply for the certificate**
  Apply each year under oath to Planning and Development Services with the owner's details, whether the home is owner-occupied, the parcel number, a 24-hour agent (18 or older; you can be your own), parking, a sworn code-compliance form, a sample rental agreement, and proof of ownership. A sale requires a new application.
- [ ] **Post and advertise correctly**
  Post the certificate and occupational tax certificate inside. Show the certificate number and sample rental agreement in every listing. Tell the city within five business days if the agent changes.
- [ ] **Taxes on each stay**
  Stays here owe 7% sales tax, the local hotel-motel tax, and the $5-a-night state fee. Airbnb collects all three on its bookings. For direct bookings, file sales tax (and the $5 fee, if you need a local license) with the Georgia Tax Center. Griffin's code applies its 8% hotel-motel tax to all short-term rentals; file it with the City of Griffin for direct bookings.

Official sources

Airbnb: Occupancy tax collection and remittance by Airbnb in Georgia. https://www.airbnb.com/help/article/2745

Georgia Department of Revenue: Rule 560-13-2-.01 amendment notice (2025)-
. https://dor.georgia.gov/document/document/notice-fet-2025-01-rule-560-13-2-01-state-hotel-motel-feepdf/download

City of Griffin (Municode): Code section.
https://library.municode.com/ga/griffin/codes/code_of_ordinances?nodeId=PTIICO_CH22BUBURE_ARTVIISHRMRE

City of Griffin (Municode): Code section.
https://library.municode.com/ga/griffin/codes/code_of_ordinances?nodeId=PTIICO_CH82TA_ARTIIIEXTASHRMREROLOAC