



208 WEST LAUREL AVENUE, P.O. BOX 576, DAMASCUS, VA 24236

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Annual Attestation Form for Short-Term Rental Operators

Instructions: This form is to be completed annually by any lodging establishments operating as short-term rentals within the Town of Damascus to attest that the operator exclusively utilizes third-party intermediary(s) for all transactions, including the collection and remittance of all applicable lodging taxes to the Town of Damascus.

Establishment Name: _____

Physical Address of Rental Property _____

Owner/Operator Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Mark applicable third-party intermediary(s) used:

☐ Airbnb	☐ Priceline
☐ HomeAway	☐ Other _____
☐ Evolve	

Attestation

I, the undersigned owner/operator, hereby attest, in accordance with Section 58.1-3827(D) of the Code of Virginia (1950, as amended), to the following:

1. My short-term rental establishment, located at the address listed above, exclusively uses third-party intermediary(s) for all guest transactions, bookings, and payments.
2. The named third-party intermediary(s) is/are responsible for the collection and remittance of all required Town of Damascus lodging taxes on my behalf.

3. No direct payments, bookings, or transactions are made with guests that bypass the third-party intermediary.
4. I understand that if I fail to exclusively use a third-party intermediary for all transactions and tax collections, I am required to remit lodging taxes and monthly reports directly to the Town.
5. I understand that falsification of this attestation may result in penalties, including but not limited to the revocation of my conditional use permit for short-term rental operations and other legal action.

Date: _____

Printed Name of Owner/Operator: _____

Signature of Owner/Operator: _____

For Office Use Only

Date Received: _____

SIGNATURE: _____ DATE: _____