



SHORT-TERM RENTAL UNIT SELF – INSPECTION WORKSHEET

Occupancy Information (Please Print in Blue or Black Ink)

Name of Person Completing Inspection: _____

Date Inspection Performed: ____/____/____

Occupancy Street Address: _____

Occupancy Phone: _____

Building Owner's Name(s): _____

Building Owner's Phone Number(s): _____

Local Contact Person Name & Number: _____

Approximate Square Footage: Length ____ X Width ____ = Total Square Footage ____

Number of Stories: Above Grade ____ Below Grade ____

Roof Covering: **(circle one)** Tar & Gravel Tile Composition Shingles Wood-

Shingles Metal Membrane Built Up Other _____

City of Salida Use Only:

Date: _____

Pass ____ Fail ____

Comments*: _____

*Please initial after comments

Short-Term Rental Unit Fire Department Checklist

In accordance with Salida Municipal Code section 6-5-30, all short-term rental units must pass a Salida Fire Department business inspection. This form constitutes the current specifications for meeting that requirement. Upon completion of this checklist, please sign, date and return it to the City of Salida, 448 E. 1st Street, Suite 112, Salida, CO 81201 along with the Short-term Rental Business License Application.

- _____ Address numbers are visible and easy to read from your fronting street (contrasting background with a minimum size of 4" by 1/2" brush stroke).
- _____ All exit doors are free of obstructions.
- _____ All storage/housekeeping is neat and orderly.
- _____ Extension cords do not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to damage.
- _____ Approved covers are in place on all electrical switch and outlet boxes.
- _____ All circuit breakers are labeled, in English, to show what they control.
- _____ All multi-plug adaptors shall be UL Listed.
- _____ All water heaters have a pressure relief valve.
- _____ All natural-gas appliances have individual gas shut-off valves.
- _____ All combustibles are stored at least 3' away from gas appliances (water heater, furnace, etc.).
- _____ Smoke detectors are present in all sleeping areas.
- _____ Smoke detectors are less than ten years old and have fresh batteries.
- _____ CO detectors are present in every level of the residence.
- _____ CO detectors are less than ten years old and have fresh batteries.

*It is recommended that an ABC fire extinguisher be installed near cooking equipment and wood fired stoves.

I _____ (print name) do attest that I have completed my Short-Term Rental self-inspection to the best of my ability with honesty and accuracy. I agree to correct any deficiencies within two weeks of the self-inspection. If deficiencies are not corrected within the two week time frame, the Salida Fire Department may perform a follow-up inspection of my business for a fee.

Signature: _____ Date: _____

Congratulations, you have just taken steps to maintain a fire safe Short-Term Rental. We would like to thank you for your interest in this extremely important program.