



Finance Division

7500 W. 29th Ave., Wheat Ridge, CO 80033

Office: 303-235-2869 Fax: 303-234-5924

Email: license@ci.wheatridge.co.us

Date _____ <input type="checkbox"/> New Application (\$300.00) <input type="checkbox"/> Renew (\$300.00) Hotel License fee payments can be made by cash, check or credit when completed in person at City Hall. Checks can be mailed and should be made out to: City of Wheat Ridge, 7500 W. 29 th Avenue, Wheat Ridge, CO 80033
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HOTEL LICENSE APPLICATION

BUSINESS INFORMATION (*Required field)

- 1) Legal/True Name of Business* _____
- 2) Trade Name (DBA) of Business (if any)* _____
- 3) Business License Number* _____
- 4) Extended Stay Addendum yes no
- 5) Full Address of Premise Location* _____
- 6) Business Mailing Address (if different than above) _____
- 7) Business Phone Number* _____
- 8) Business E-mail Address* _____
- 9) Name of on-site manager for Premise Location* _____
- 10) Emergency Phone Number* _____

PLEASE REVIEW AND ACKNOWLEDGE YOUR REQUIRMENTS

- The applicant shall have achieved and maintained a call for service (CFS) rate of 1.8 within twelve (12) months of obtaining a hotel license. On January 1, 2023, the CRS rate will decrease to 1.5. The City may, in its sole discretion, permit extensions of the twelve (12) month period, not to exceed a total of an additional six (6) months during which time the hotel license shall be deemed extended.*
- The applicant shall demonstrate participation in the City's certified crime free hotel/motel program, as evidenced by the approval of the Wheat Ridge Police Department.*
- The applicant shall have made all necessary corrective actions in response to matters identified through the City's most recent annual hotel/motel inspection program report for the subject location, which program is enforced through the City's police and community development departments, in cooperation with applicable fire protection districts.*
- The applicant shall demonstrate compliance with the City's landscape inspection program, as applicable and as certified by the Community Development Department.*
- The applicant shall demonstrate compliance with the applicable series of adopted international building and property codes applicable to the subject property, including the International Property Maintenance Code, as demonstrated by certification for the City's chief building official.*
- The applicant shall establish and maintain an approved security plan, including crime prevention through environmental design, video surveillance, security guards, fencing and lighting, as approved by the City's police department.*

SIGNATURE OF AND ACKNOWLEDGMENT BY APPLICANT OR AUTHORIZED AGENT

Oath of Application* I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge and belief. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Wheat Ridge Municipal Code and all Rules and Regulations which govern my Hotel License I further acknowledge that it is my responsibility to provide the City with amendments to this application in the event that any information provided herein changes after the date of application.

Signature: _____

Date: _____

Printed Name: _____

Title _____