

# Short Term Rental (STR)

## Application Submission User Guide

Apply at: <https://permits.cityofberkeley.info>

City of Berkeley

In order to apply for a permit, you must have an account.

- If you already have an account, enter your User Name and Password in the Login section on the upper right part of the page and then click the Login button.

Accessibility Support Register for an Account Reports (1) Login

Search...

Home Building Permits Zoning Fire Permits Public Works

Advanced Search

**Please Login**  
Many online services offered by the City of Berkeley require login for security reasons. If you are an existing user, please enter your user name and password in the box on the right.

**New Users**  
If you are a new user you may register for a free Community Portal account. It only takes a few simple steps and, once registered, you will be able to view a complete history of applications, including application materials, staff reports, the status of pending activities, and more.

Register Now >

**Login**  
User Name:  
Password:  
Login >

Remember me on this computer  
[I've forgotten my password](#)  
[New Users: Register for an Account](#)

- If you do not have an account:
  - Click the New Users link under the Login section;

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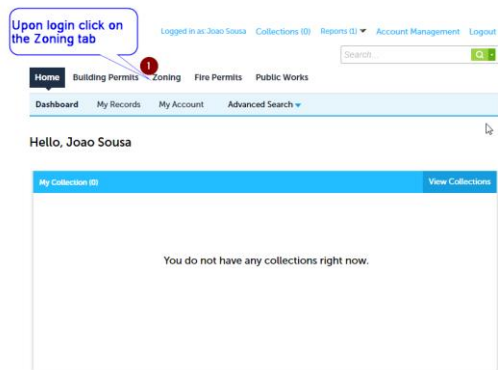
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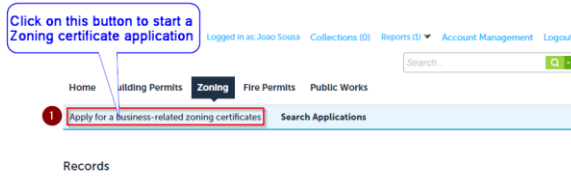
- Enter your login information;
- Click the Add New button to identify yourself as an External Reviewer, Individual or Organization;
- Enter your Contact information and click the Continue button; and
- Click Continue Registration.

Once you have an account and you are logged-in:

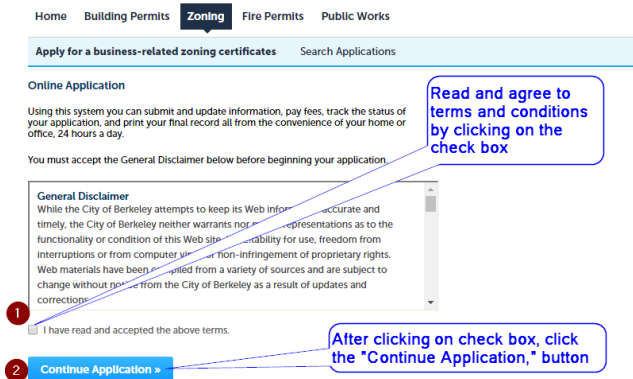
- Click on the Zoning tab at the top of the page;



- Click on “Apply for a business-related zoning certificates” (below the Zoning tab);



- Read and accept the disclaimer and click the Continue Application button; and



- Select “Zoning Certificate Short-Term Rental”.

