Short Term Rental Program Basic Rental Requirements

The continuing goal of the Short-Term Rental Program is to provide the highest quality guest experience, including accommodations, facilities and services. In keeping with this objective, these guidelines are a helpful tool provided to assist owners with maintaining and upgrading the furnishings, finishes and décor of their rental property. These specifications suggest the quality necessary to withstand rental use during the reasonable life expectancy of the furnishings.

As guest expectations and lodging standards of the Vail Valley continue to rise, owners are encouraged to offer comfortable, high-quality accommodation in order to maximize their rental income potential and secure repeat guests. Guest recommendations and positive reviews help to make the program a success for all owners. The units are rated annually, as Platinum, Gold or Silver based on the level and quality of the unit finishes (See Ratings Overview). The Platinum rated units are rented first in the rotation system, followed by Gold rated units. Silver rated units do not qualify for the program.

Overview

- An initial inspection of a potential unit should be scheduled with the Owner Relations Manager. Three inspections are provided to current homeowners, free of charge, prior to the unit being entered into the program. These inspections are an initial inspection; follow-up inspection and a final inspection. After the initial inspection, there may be items that are added to the list.

- A potential unit cannot be rented until all requirements have been completed and the unit is rental ready in every single detail. Once the unit is ready and a signed copy of the **Lodging Unit Rules and Regulations, W-9 Form and Owner Reservations** has been submitted, then a Preventative Maintenance Inspection and Housekeeping Deep Clean will be completed. It may take approximately two weeks to place the unit into the program.

Housekeeping

- All units entering the program must purchase initial sets of both VRC dishware and linens. Each of these programs is charged to the owner as a one-time non-refundable fee. All dishware and linens are considered common property of the program, and the inventories are maintained by the Housekeeping Department. Upon exit from the program or upon sale of the unit, all linens and dishware and other rental amenities will be removed from the unit. If a unit does sell and the new owner chooses to remain in the program, the initial set up fees still apply.

- A deep cleaning of the unit coordinated by the Housekeeping Department, window clean, and full area carpet clean must be completed before entering the STR program.

Maintenance

- A Preventative Maintenance Inspection must be completed before entering the program and every fall season. This program is essential to help minimize maintenance work orders and guest complaints during the busy rental seasons.

- All units must have a RFID (Radio Frequency Identification) Electronic Lock installed on the entry door. The door stile should be at least 5 ½" in order to accommodate the RFID lock. There is no cost to the owner for the lock if the unit remains in the program for at least two years. If the unit is removed from the program before the two years has passed, the owner will be assessed for the cost of the lock and installation as it cannot be uninstalled.

- All sliding glass front entry doors must be replaced by a security conscious "swing type" door.

- Local phone service is recommended, but not required. Only a phone in the living room is suggested.

- Electric water heater tanks must be 75 - 80 gallon for a one bedroom and a two bedroom unit and 100 - 120 gallon for a three bedroom unit. The natural gas water heaters in Buildings 9 and 10 require a 50-gallon tank. On average most water heaters should be replaced every 7- 10 years. Tank-less water heaters have not proven effective due to the cold-water temperatures in the mountains.

- Safes will be installed in the master bedroom closet. Upon exit from the program the safe will be removed.

- A carbon monoxide detector is required in every unit and a smoke alarm is required in each sleeping space.

- The eight-digit wireless internet passwords must be standard for all rental units. The condominium passwords begin with *vrch* followed by the four-digit building and unit number. The townhome passwords begin with *vrchth* followed by the building letter and unit number.

- Individual homeowner video surveillance systems, such as video doorbells and wi-fi cameras are not permitted.

General Requirements

- All furnishings, décor and accessories must be up-to-date, of good quality, well-coordinated and in excellent condition. Items should be an integral part of the overall décor and should enhance the design scheme. Items should be durable, well-constructed and "rental proof".

- Finishes should be upgraded and free of scratches, chips, marks, tears and anything that constitutes a worn appearance.

- Ceilings, walls, doors, baseboards, trim, crown molding and doors should be freshly painted and/or stained, clean and clear of chips, stains or marks.

- Carpet and area rugs are to be clean and free of stains or worn areas.

- Nice quality window treatments should complement the surroundings. Designer roller shades, wood blinds and honeycomb shades are great options for windows and lined drapes work well on the sliding glass doors. Blackout window treatments are required in all bedrooms. *Metal and vertical blinds are not acceptable.*

- Artwork and accessories should be sufficient but not excessive. These items should coordinate with each other and with the size of the room. Avoid any one of kind items that may be hard to replace in case of damage or loss. Artwork should be glass covered and framed.

- All cords are to be attractively gathered and out of visibility and/or covered by a coordinating conduit. All cords should be clear of any heat source.

- Only flameless LED candles are acceptable only. Candles are a fire hazard.

Living Room

- Comfortable seating for the maximum occupancy is necessary - seating for 3 in one bedroom units, 5 in two bedroom units and 7 in three-bedroom units.

- A sleeper sofa (double or queen size) is suggested but not required.

- A durable, well-constructed coffee table and one or two coordinating end tables, depending on the space, should be present.

- Sufficient task lighting is essential, and all lamps should be coordinated and durable. Recessed ceiling cans on dimmers are encouraged and any track lighting should be up to date.

- **Fireplace/Stove** - A gas, wood- burning or electric fireplace/stove is required. Gas or electric fireplaces are required in all condo buildings except for buildings 11 and 12, where gas service is not available. Wood-burning or electric fireplaces are required in the townhome units.

- Smart TVs are encouraged. A 40” or larger smart TV is required in the living room.

Dining Room

- A dining table and chairs should be chosen carefully for quality construction and durability. Seating should accommodate the maximum occupancy of the unit; seating for 3 in one-bedroom units, 5 in two bedroom units and 7 in three bedroom units. Bar stools are acceptable in one-bedroom units where appropriate instead of a dining table.

- A chandelier or suitable fixture on a dimmer switch should provide adequate overhead lighting for dining or gathering around at the table. Swaged lamp cords should be avoided and hardwired instead.

- Place mats and tablecloths are not suggested as they are difficult to keep clean.

Kitchen

- Kitchen cabinets should be nice quality, durable and up to date. Drawers must operate smoothly and all pulls, operating mechanisms and seams must all be in good condition. Any cabinets or countertops that are an older style or worn should be upgraded. Stone slab countertops such as quartz or granite are recommended as they are stylish, lower maintenance and function well.

- Appliances must be newer models in contemporary colors, coordinated and in perfect condition. This is particularly important from a maintenance standpoint. Older appliances experience a high frequency of repairs, which often requires that a unit be taken out of service until repairs can be completed. Required appliances and amenities include a refrigerator with ice maker, microwave, self-cleaning oven and dishwasher. A recirculating/ductless hood is acceptable.

- Several lighting options such as overhead lights, pendants and under cabinet lights should be considered to really brighten the work area. Dimmers are useful in the kitchen area.

- Hard surface flooring is required in the kitchen as carpeting is not acceptable. Area rugs are discouraged and show wear quickly.

Bedroom

- Mattresses, box springs/platforms and bed frames are required. One king bed, one queen bed, two twin beds or bunk beds per bedroom only. Mattress must be newer and free of any indentations. Two twins beds pushed together and fitted with a king sheet are not acceptable. If bunks are used, a twin-over-queen combination is typically more readily received by renters.

- The bedroom furniture should consist of a secured headboard, a coordinating nightstand for each sleeper ie. two nightstands for king/queen beds or one between twin beds is acceptable, a full-size mirror and dresser. Built-in closets with custom cabinets, drawers and shelves are a great option and use of the space. Durable pieces with dovetail drawers and smooth glide mechanisms are encouraged.

- One 3-way reading lamp for each nightstand is required; 18” to 24” tall with a sturdy base is suggested.

- An upholstered chair or bench is a useful addition if the space allows.

- Smart TVs are required in the living room. A minimum 32” flat screen TV in at least the primary bedroom is recommended.

Bathroom

- Bathroom vanity cabinets should be nice quality, durable and up to date. Drawers must operate smoothly and all pulls, operating mechanisms and seams must all be in good condition. Any cabinets or countertops that are an older style or worn should be upgraded. Stone slab countertops such as quartz or granite are recommended as they are stylish, lower maintenance and function well.

- Sinks, toilets and all fixtures should be in excellent condition, upgraded and free of any chips, cracks or scratches.

- Bathrooms must be mildew free.

- Lighting should be stylish as well as functional. Fan/light combinations should provide superior lighting and quiet function.

- Hard surface flooring is required in each bathroom as carpeting is not acceptable. Bathmats or area rugs are discouraged.

Loft

- Loft space is not considered a bedroom and must be secured and unavailable for guest sleeping use. A locked gate is an acceptable method of securing the area. The loft may remain open if all beds are removed.

Patio/ Deck

- Coordinated all weather patio furniture consisting of at least two chairs and one dining table and an outdoor is required. Lower quality plastic furniture is not acceptable.

- An electric grill is suggested. Propane grills are not allowed except at Buildings 9 and 10 and Building 15 (units 1-4 only) as electric grills will not work.