Before your first booking

For: Private accommodation host

Practical business guidance · Reviewed: 2026-11-15

Applicability: Organisational support; adjust deadlines to your confirmed commitments.

Organisational arrangements for private accommodation in a household. Conditions depend on the property and your status.

How to use the list

This is a blank worksheet for preparation and verification. Task marking does not constitute proof of compliance with legal obligations. For the content and the official source, open the linked answers in the Guide.

Specific next steps

1. Determine who the service provider is and verify the solution, category and approved capacity.
2. Check whether the necessary consent of the co-owners and the transition deadlines apply to the property.
3. Arrange your tax status and check your local tax and tourist obligations.
4. Prepare the procedure for issuing invoices and maintaining the appropriate transaction records.
5. Arrange authorised access to eVisitor and responsibility for guest check-in and check-out.
6. If you use a foreign intermediary, check the commission account, the supplier's country and any tax liabilities.
7. Check the price list, the procedure for submitting a written complaint and clear instructions for guests.

Limits of application

This is not a substitute for a solution, a contract, an invoice or a professional review of your case.

Original page

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