

Short-Term Rental License Renewal

CITY OF SOUTH PADRE ISLAND, TX



Renewal for 1 License

www.myspi.org/hottax

STEPS for city compliance with H.O.T. & short term rentals:

To register a property for short term rental (STR), complete each step in the order listed below.

1. Apply for a [STR License](#).
2. List the license number in **all** advertisements of the property.
3. [File](#) HOT **monthly** before the 15th of each month.

To **Renew** or Update License information [Click Here](#)



To Browse all registered STR properties [Click Here](#).

Existing License Holders

Renew a Short Term Rental License



City of South Padre Island, TX Short-Term Rental License Portal

Welcome to the City of South Padre Island, TX Short-Term Rental License Registration Portal!

All Short-Term Rentals within City of South Padre Island, TX are required to hold a valid Short-Term Rental License.

This portal allows License Holders to manage their licenses.

To apply for a Short-Term Rental License, start by creating an account using the button below. If you already have an account, please login using the panel on the right-hand side of the page. You can use the same account to manage licenses for multiple properties.

Create Account

Account Login

To get started, please enter the email address associated with your Short-Term Rental Licenses below.

Email Address

Login

Enter your email
address and click
on Login

Existing License Holders


Renew a Short Term Rental License

Verification ×

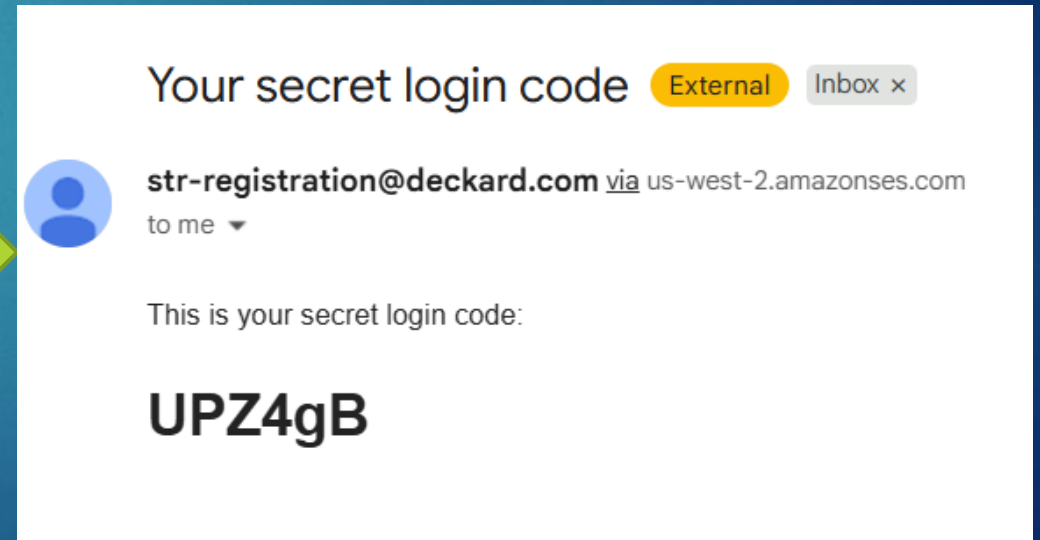
We have sent a verification code to the email provided.
Please enter the code below. Make sure to check your spam folder.

[Resend code](#)

Submit Cancel



Check your email for a verification code that looks something like this.



Existing License Holders

Renew a Short Term Rental License

Copy and paste
code into field
and click submit.



Verification



We have sent a verification code to the email provided.
Please enter the code below. Make sure to check your spam
folder.

[Resend code](#)




Submit

Cancel

Existing License Holders

Renew a Short Term Rental License

 City of South Padre Island, TX Short-Term Rental License and Tax Portal

Property information used for training purposes only.

Angie Barrera ▾

Actions Required

Action	Due by	
Pay Tax (June 2025) for 4 properties	07/17/2025	<button>Pay Tax</button>
Pay Tax (July 2025) for 3 properties	08/17/2025	<button>Pay Tax</button>
Renew Short-Term Rental License 310a Padre Blvd South Padre Island 78597 (Unit 1)	09/23/2025	<button>Renew</button>

Active Short-Term Rental Licenses (11)

- 310a Padre Blvd South Padre Island 78597 (Unit 7)
2025-0014 Expiration: 2026-09-24 View
- 310a Padre Blvd South Padre Island 78597 (Unit 6)
2025-0013 Expiration: 2026-09-24 View
- 310a Padre Blvd South Padre Island 78597 (Unit 5)
2025-0012 Expiration: 2026-09-24 View
- 310a Padre Blvd South Padre Island 78597 (Unit 4)
2025-0011 Expiration: 2026-09-24 View

+ 7 more Active Licenses

Apply for new License Pay Tax See all Licenses

After you login, go to the “Actions Required” section. Here you will see the properties that need to be renewed. Click on the “Renew” button.

Existing License Holders

Renew a Short Term Rental License



City of South Padre Island, TX Short-Term Rental License Renewal

Angie Barrera ▾

Renewal Requirements

Let's make sure you have everything you need to renew your Short-Term Rental License.

1. Non-refundable short-term rental license fee

The Rental License fee is \$125.00. This license is good for 1 year from date of issuance.

3. Texas Taxpayer ID

The Texas Taxpayer ID allows you to pay the State portion of HOT (6%).

All short-term rental properties require a Geo-ID for your license. Please click [here](#) to look up your Geo-ID.

4. Meeting your responsibilities under your ordinance

1. Responsibility for registering your Short-term rental

The Owner/Operator who offers for rent or advertises for rent (in any manner) a short term rental of a dwelling unit shall

2. Update any information changes within 30 days

If any information on the registration form changes, the Owner/Operator must modify that information within 30 days.

3. Displaying the license number

Your license number must be displayed in all advertisements (online, print, radio, television etc.).

For more information visit [Chapter 11, Article VII of the City Ordinance](#).



Renewal
Requirements



Property
Contacts



Property
Details



Confirmation



Payment

Click on the "Continue" button to acknowledge that you have read and understand the Renewal Requirements.


CONTINUE

BACK

Existing License Holders

Renew a Short Term Rental License

Verify that the
“Property Contact”
information is
correct, then click
“Continue”

 City of South Padre Island, TX Short-Term Rental License Renewal

Property Contacts

Property Management Company
Professional property management means a licensed firm charged with operating a real estate property for a fee. Self Managed means an individual maintains the STR, such as a private property owner.

Are you using a Property Manager for this property?

☐ Self Managed

☒ Property Manager

Property Manager Information

First Name Last Name

Company Name (optional)

Email Address

Phone Number

Mailing Address

☐ Same as property address

Local Contact
The local contact person is the person designated by the owner or the operator who shall be available twenty-four (24) hours per day, seven (7) days per week and shall respond in person within one hour (with the signed rental contract in hand) to complaints from a City Official regarding the condition, operation, or conduct of occupants of the short term rental unit; and take remedial action to resolve any such complaints.

Who is the local contact for this property?

☒ Myself (the Owner)


☐ The Property Manager

☐ Someone else

Existing License Holders

Renew a Short Term Rental License

Verify that
"Property
Details" are
correct, then
click
"Continue"

 City of South Padre Island, TX Short-Term Rental License Renewal

Property Details

All fields must be completed before proceeding.

How many rentable bedrooms are in your Short-Term Rental?

What is the max occupancy of your Short-Term Rental?


How many parking space are available in your Short-Term Rental?

Avenu Account #
To find or apply for your Avenu Account # click [here](#).

Texas Taxpayer ID
Please be advised that the owner is responsible for complying with the State of Texas Hotel Occupancy Tax (HOT 6%) reporting and payment requirements. To find or apply for your Texas Taxpayer ID [click here](#) or call [1-800-252-1385](#).

Existing License Holders

Renew a Short Term Rental License

 City of South Padre Island, TX Short-Term Rental License Renewal

Confirmation

Please confirm the information below to proceed to the payment step.

Property Address 310A PADRE BLVD SOUTH PADRE ISLAND 78597	Unit Number 1
Geo-ID 6768260000230500	Rental Structure Condo
License Holder Same as owner #1	Property Manager Same as owner #1
Owners	Local Contact Same as owner #1
Owner #1 First Name Angie Last Name Barrera Company Name Phone Number 9567618382 Email abarrera@myspi.org Mailing Address 4601 Padre Blvd South Padre Island TX 78597	
Supplemental Questions	
Certifications <input checked="" type="checkbox"/> I certify that the information provided on this application is true and correct.	
Electronic Signature Legal Name of Authorized Signatory <input type="text"/>	
Date <input type="text" value="09/25/2025"/>	


Click on the
Certification

Type in your
name under
Legal Name of
Authorized
Signatory

Click
"Continue"

Existing License Holders

Renew a Short Term Rental License

 City of South Padre Island, TX Short-Term Rental License Renewal

Payment

Total Amount Due
\$125.00

License Fee
\$125.00

Payment Method

The button below will take you to our third-party payment system to make your payment.

[Pay \\$125.00](#)

[BACK](#)

✓ Renewal Requirements

✓ Property Contacts

✓ Property Details

✓ Confirmation

✓ Payment

Press on "Pay"
button

Existing License Holders

Renew a Short Term Rental License

Make a selection
on Payment
format. Credit
Card or
ACH/Bank
Account



South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☐ Credit Card
☐ ACH/Bank Account/e-Check

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

Thank you for using our secure online payment form.

Submit Payment

Existing License Holders

Renew a Short Term Rental License

Credit Card: Fill out
Credit Card
information and
Submit Payment

South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☒ Credit Card
☐ ACH/Bank Account/e-Check

Amount Due	Credit Card Processing Fee	Total
Amount: \$125.00	Amount: \$3.93	\$128.93

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

Credit Card



Card Number *

Existing License Holders

Renew a Short Term Rental License

ACH/ Bank
Account-Check:
Enter information
and submit
payment

South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☐ Credit Card
☒ ACH/Bank Account/e-Check

Amount Due

Amount: **\$125.00**

Total

\$125.00

Customer Convenience Fee

Amount: **\$2.50**

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

ACH/Bank Account/e-Check

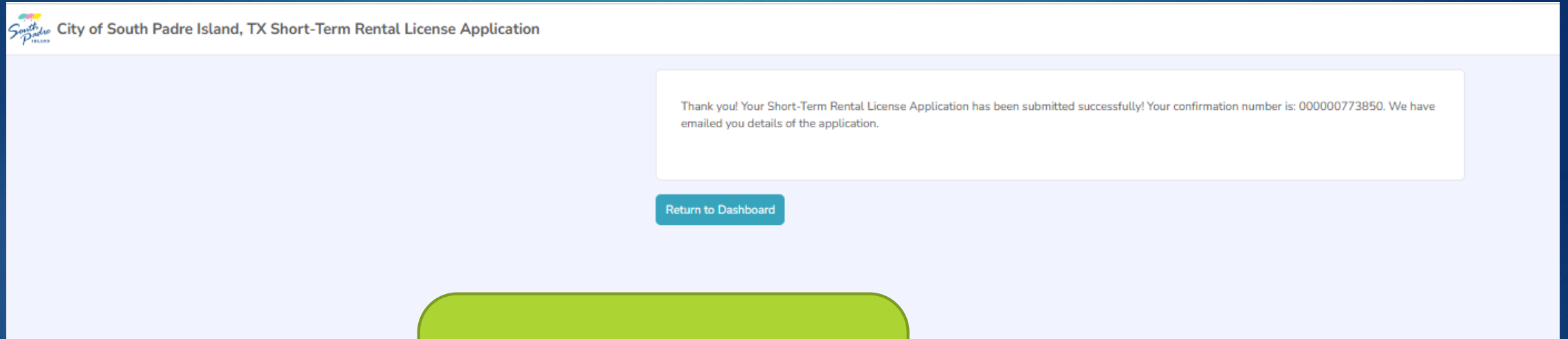
Account Number *

Account Type *

Routing Number *

Existing License Holders

Renew a Short Term Rental License




You will be emailed a confirmation with details of the submitted application.

Bulk Renewal

Existing License Holders

Renew Short Term Rental Licenses in Bulk

 City of South Padre Island, TX Short-Term Rental License and Tax Portal

Property information used for training purposes only.

Angie Barrera ▾

Actions Required

Action	Due by	
Renew Short-Term Rental License 310a Padre Blvd South Padre Island 78597 (Unit 3) + 2 properties	07/04/2025	Bulk Renew
Pay Tax (June 2025) for 4 properties	07/17/2025	Pay Tax
Pay Tax (July 2025) for 3 properties	08/17/2025	Pay Tax

Active Short-Term Rental Licenses (11)

● 310a Padre Blvd South Padre Island 78597 (Unit 7)

2025-0014

Expiration: 2026-09-24

[View](#)

● 310a Padre Blvd South Padre Island 78597 (Unit 6)

2025-0013

Expiration: 2026-09-24

[View](#)

● 310a Padre Blvd South Padre Island 78597 (Unit 5)

2025-0012

Expiration: 2026-09-24

[View](#)

● 310a Padre Blvd South Padre Island 78597 (Unit 4)

2025-0011

Expiration: 2026-09-24

[View](#)

[+ 7 more Active Licenses](#)

[Apply for new License](#)


[Pay Tax](#)

[See all Licenses](#)

After you login, go to the “Actions Required” section. Here you will see the properties that need to be renewed. Click on the “Bulk Renew” button.

Existing License Holders

Renew Short Term Rental Licenses in Bulk

 City of South Padre Island, TX Short-Term Rental License Renewal

Property information used for training purposes only.

Select Properties for Renewal

Your properties that are eligible for renewal are listed below. Please select the properties that you wish to renew at this time.

<input checked="" type="checkbox"/>	Address	License Number	Expiration Date	Owner's Name
<input checked="" type="checkbox"/>	310a Padre Blvd South Padre Island 78597 (Unit 3)	2025-0010	2025-07-04	maria herrera
<input checked="" type="checkbox"/>	110 E Capricorn (Unit 0)	2025-0002	2025-09-23	Angie Barrera
<input checked="" type="checkbox"/>	125 E Kingfish St (Unit 0)	2025-0001	2025-09-23	Angie Barrera

[CONTINUE](#) [BACK](#)


[Select Properties](#)
[Renewal Requirements](#)
[Confirmation](#)
[Payment](#)

Select the properties you would like to renew and then click "Continue"

Existing License Holders

Renew Short Term Rental Licenses in Bulk

Click on the “Continue” button to acknowledge that you have read and understand the Renewal Requirements.

 City of South Padre Island, TX Short-Term Rental License Renewal

Renewal Requirements

Let's make sure you have everything you need to renew your Short-Term Rental License.

- 1. Non-refundable short-term rental license fee**
The Rental License fee is \$125.00. This license is good for 1 year from date of issuance.
- 2. Texas Taxpayer ID**
The Texas Taxpayer ID allows you to pay the State portion of HOT (6%).
All short-term rental properties require a Geo-ID for your license. Please click [here](#) to look up your Geo-ID.
- 3. Meeting your responsibilities under your ordinance**
 1. Responsibility for registering your Short-term rental
The Owner/Operator who offers for rent or advertises for rent (in any manner) a short term rental of a dwelling unit shall register for a short term rental license.
 2. Update any information changes within 30 days
If any information on the registration form changes, the Owner/Operator must modify that information within 30 days.
 3. Displaying the license number
Your license number must be displayed in all advertisements (online, print, radio, television etc.).

For more information visit [Chapter 11, Article VII](#) of the [SPI Code of Ordinances](#).

[CONTINUE](#) [BACK](#)

✓ Select Properties


➤ **Renewal Requirements**

✕ Confirmation

✕ Payment

Existing License Holders

Renew Short Term Rental Licenses in Bulk

 City of South Padre Island, TX Short-Term Rental License Renewal

Confirmation

Please confirm the information below to proceed to the payment step.

A License is valid for one year from the date of issuance and must be reviewed annually. For all permits renewed today, the new expiration date will be 1 year from the previous expiration date.

Please note that back processor fees will be added to the total paid. If paying by ACH the fee is \$1.50 + 0.8% of the total (cappted at a maximum total fee of \$6.50). If paying by credit card the fee is \$0.30 plus 2.9% of the total.

Address	License Number	Expiration Date	Owner's Name
310a Padre Blvd South Padre Island 78597 (Unit 3)	2025-0010	2025-07-04	maria herrera
110 E Capricorn (Unit 0)	2025-0002	2025-09-23	Angie Barrera
125 E Kingfish St (Unit 0)	2025-0001	2025-09-23	Angie Barrera

Certifications

☒ I certify that the information provided on this application is true and correct.

Electronic Signature

Legal Name of Authorized Signatory _____ Date

☒ Select Properties
☒ Renewal Requirements
☒ Confirmation
☐ Payment


Click on the Certification

Type in your name under Legal Name of Authorized Signatory

Click "Continue"

Existing License Holders

Renew Short Term Rental Licenses in Bulk

 City of South Padre Island, TX Short-Term Rental License Renewal

Payment

Total Amount Due
\$125.00

License Fee
\$125.00

Payment Method

The button below will take you to our third-party payment system to make your payment.

[Pay \\$125.00](#)

[BACK](#)

✓ Renewal Requirements

✓ Property Contacts

✓ Property Details

✓ Confirmation

✓ Payment

Press on "Pay"
button

Existing License Holders

Renew Short Term Rental Licenses in Bulk

Make a selection
on Payment
format. Credit
Card or
ACH/Bank
Account



South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☐ Credit Card
☐ ACH/Bank Account/e-Check

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

Thank you for using our secure online payment form.

Submit Payment

Existing License Holders

Renew Short Term Rental Licenses in Bulk

Credit Card: Fill out
Credit Card
information and
Submit Payment

South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☒ Credit Card
☐ ACH/Bank Account/e-Check

Amount Due	Credit Card Processing Fee	Total
Amount: \$125.00	Amount: \$3.93	\$128.93

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

Credit Card



Card Number *

Existing License Holders

Renew Short Term Rental Licenses in Bulk

ACH/ Bank
Account-Check:
Enter information
and submit
payment

South Padre Island Payment Portal

"*" indicates required fields

Choose Payment Type *

- ☐ Credit Card
☒ ACH/Bank Account/e-Check

Amount Due

Amount: **\$125.00**

Total

\$125.00

Customer Convenience Fee

Amount: **\$2.50**

Billing Name

First *

Last *

Billing Address

Street Address *

City *

State / Province *

ZIP / Postal Code *

Country *

ACH/Bank Account/e-Check

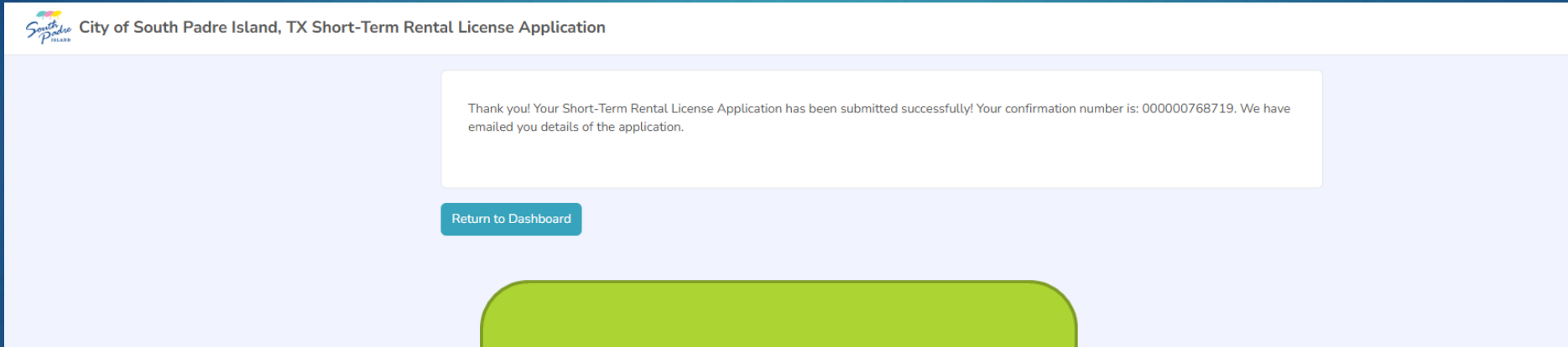
Account Number *

Account Type *

Routing Number *

Existing License Holders

Renew Short Term Rental Licenses in Bulk



You will be emailed a confirmation with details of the submitted application.