

# Lodging Requirements Checklist

Type of Lodging
<ul style="list-style-type: none"> <li><input type="radio"/> <b>Bed &amp; Breakfast;</b> Does your establishment have 1-5 sleeping rooms and do you live on or adjacent to the property housing guests? <u>Then register as a Bed &amp; Breakfast.</u></li> <li><input type="radio"/> <b>Specialty Resort;</b> Does your establishment have 1-5 sleeping rooms and you <b>DO NOT</b> live on or adjacent to the property (or if you live on or adjacent to the property and have 6-10 sleeping rooms)? <u>Then license as a Specialty Resort.</u></li> <li><input type="radio"/> <b>Hotel;</b> Does your establishment have 11 or more rooms? <u>Then license as a Hotel.</u></li> <li><input type="radio"/> <b>Vacation Home;</b> Do you rent or lease your establishment in its entirety to the public on a daily or weekly basis for more than fourteen days a year? <u>Then license as a Vacation Home.</u></li> </ul>

Kitchen requirements <b>IF</b> meals are provided
<ul style="list-style-type: none"> <li><input type="radio"/> <b>Do you qualify as a Bed &amp; Breakfast?</b> If so, meals can be provided with a domestic kitchen.</li> <li><input type="radio"/> <b>Do you qualify as a Specialty Resort?</b> If so, you must have a separate hand washing sink <b>and</b> a separate three compartment sink or sanitizing dishwasher (one that reaches a minimum of 150° F during sanitizing cycle). Meals can <b>only</b> be served to overnight guests, unless a separate Food Service License is secured.</li> <li><input type="radio"/> <b>Do you qualify as a Hotel?</b> If so, you may <b>only</b> have a Continental Breakfast, unless a separate Food Service License is secured.</li> <li><input type="radio"/> <b>Do you qualify as a Vacation Home?</b> If so, a kitchen may be provided.</li> </ul>

Bed & Breakfast Fire Safety Requirements
<ul style="list-style-type: none"> <li><input type="radio"/> The establishment is required to have a smoke detector in each sleeping room with a minimum of at least one smoke detector per floor.</li> </ul>

Specialty Resort Fire Safety Requirements	
Does your establishment have less than 10 occupants? If so, then you must meet these minimum fire safety requirements.	Does your establishment have 10 or more occupants? If so, then you must meet these minimum fire safety requirements.
<ul style="list-style-type: none"> <li><input type="radio"/> Does your establishment have <b>illuminated</b> exit signs posted above <b>all</b> primary exits that lead to the exterior?</li> <li><input type="radio"/> Does your establishment have smoke detectors in all sleeping rooms?</li> <li><input type="radio"/> Does your establishment have proper egress windows in <b>all</b> sleeping rooms? Proper egress windows must be operable from the inside without the use of separate tools. The egress window must have a minimum opening of 5.7 ft<sup>2</sup>. Each side of the window must have a minimum of 24 inches high and 20 inches wide, but together equaling a minimum of 5.7 ft<sup>2</sup>. The window's bottom edge must be no more than 48 inches above the floor.</li> <li><input type="radio"/> Does your establishment have a portable fire extinguisher with a 2-A minimum fire rating on each floor? This extinguisher will need to be inspected and tagged annually.</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Does each floor where 10 or more occupants are sleeping have access to at least 2 remote exits?</li> <li><input type="radio"/> Does your establishment have <b>illuminated</b> exit signs posted above <b>all</b> primary exits that lead to the exterior?</li> <li><input type="radio"/> Does your establishment have smoke detectors in all sleeping rooms?</li> <li><input type="radio"/> Does your establishment have proper egress windows in <b>all</b> sleeping rooms? Proper egress windows must be operable from the inside without the use of separate tools. The egress window must have a minimum opening of 5.7 ft<sup>2</sup>. Each side of the window must have a minimum of 24 inches high and 20 inches wide, but together equaling a minimum of 5.7 ft<sup>2</sup>. The window's bottom edge must be no more than 48 inches above the floor.</li> <li><input type="radio"/> Does your establishment have a portable fire extinguisher with a 2-A minimum fire rating on each floor? This extinguisher will need to be inspected and tagged annually.</li> </ul>

Vacation Home Fire Safety Requirements
<ul style="list-style-type: none"> <li><input type="radio"/> Each floor where ten or more occupants are sleeping shall have access to at least two remote exits.</li> <li><input type="radio"/> Any primary exit that leads to the exterior or the structure shall be capable of unlocking from the interior with single action hardware, and free from obstruction. Any sleeping room with a direct exit to the exterior of the building is exempt from this requirement.</li> <li><input type="radio"/> There shall be a smoke detector in each sleeping room. The owner or manager shall test any battery operated smoke detector at least twice a year.</li> <li><input type="radio"/> Any sleeping room shall be equipped with an operable egress window. Any sleeping room with a direct exit to the exterior of the building is exempt from this requirement.</li> <li><input type="radio"/> A portable fire extinguisher with a minimum 2-A rating shall be made available on each floor and shall be inspected and tagged annually.</li> </ul>

**NOTE: Before a valid lodging license is issued all other applicable Environmental Health standards must be met in accordance with ARSD 44:02:02:02 or 05 or 06 or 08**