



SHORT TERM RENTAL

ANNUAL RENEWAL PERMIT

An application for short-term renewal permit may be filed beginning thirty (30) days prior to the expiration of a current permit. Every complete application for a short-term rental renewal permit shall include updates, if any, to the information contained in the original permit application or any subsequent renewals.

Address of property	
Property name as marketed on hosting platforms	
Property Owner	Contact Name
Mailing Address	
Primary Telephone Number	Email Address

The permit holder shall sign a statement affirming that there is either no change to the information on file with the City or attached updated information and certify that it is accurate and complete.

No change _____

Updated information attached _____

RENEWAL VERIFICATION/ INSPECTION AUTHORIZATION:

As the Owner of the aforementioned property, I do hereby execute this document and acknowledgment that the above statements are true, correct, and accurate to the best of my knowledge. I have received, read, and understand the terms and conditions of this request and agree to comply with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted, as scheduled.

OWNER PRINTED NAME _____

OWNER SIGNATURE _____ DATE _____

OPTIONAL AUTHORIZED MANAGER:

_____ I authorize my duly authorized manager, named below, to coordinate with the City and its representatives to speak on my behalf for the purpose of representing me in connection with this request.

OWNER SIGNATURE _____ DATE _____

DULY AUTHORIZED MANAGER _____ PHONE NUMBER _____

FOR STAFF USE ONLY

PERMIT # _____

DATE _____

RENEWAL FEE \$100