

APPLICATION - 2022 SHORT TERM RENTAL CERTIFICATION



I AM: OWNER OF SHORT-TERM RENTAL PROPERTY, complete and sign application
 PROPERTY MANAGER OF SHORT-TERM RENTAL, complete and have the property owner sign below OR attach written authorization, signed by property owner, authorizing you to complete form on their behalf.

NAME & CONTACT INFORMATION FOR PROPERTY OWNER:

name(s)			
address	city	state	zip
email	phone #	mobile #	

NAME & CONTACT INFORMATION FOR PROPERTY MANAGER (CARETAKER), IF NOT THE PROPERTY OWNER:

Property manager will be responsible for the oversight and care of the short-term rental in compliance with Long Lake Township Ordinance 178 Short-Term Rental Ordinance, as amended. Property manager must be available by phone 24/7 and within 30 minutes' travel distance any time the short-term rental is actively being rented.

name			
address	city	state	zip
email	phone #	mobile #	

SHORT-TERM RENTAL PROPERTY INFORMATION

street address _____

parcel identification number 28 – 08 - _____ - _____ - _____ (this number can be found on your tax bill)

Check one	<input type="checkbox"/> Partial house rental	<input type="checkbox"/> Whole home rental	<input type="checkbox"/> Rental of guest house/unit in building separate from house
Check all that apply	<input type="checkbox"/> Well & Septic Status Form from GTC Health Dept. is attached	<input type="checkbox"/> Current Septic Inspection (within 3 years)	<input type="checkbox"/> Other septic documentation attached (i.e., new system permit)
Check all	<input type="checkbox"/> Plot/site plan attached showing all buildings and parking on the property indicating which are part of the rental	<input type="checkbox"/> Floor plan attached of rental unit showing all doors/escape windows, bedrooms, bathrooms, kitchens/wet bars, smoke/fire/carbon monoxide detectors, fire extinguishers	
Number of bedrooms rented _____	Requested guest occupancy _____	Boats will be allowed with this rental _____	If yes, linear feet of shoreline _____

SIGNATURE OF APPLICANT: Check each box and sign below

By signing below, I certify under penalty of perjury that this information is accurate and I am an authorized representative or owner of this property. I acknowledge that my signature is legally binding.

By signing this agreement, I consent (with prior arrangement) to interior inspection of the rental unit for code compliance

For boat usage only, by signing this agreement, I have read, understand, and will comply with all boat usage regulations

Signature _____ Date _____

Name of signatory

Return completed form (one for each rental unit) to: **Long Lake Township ATTN: STR REGISTRATION**
8870 North Long Lake Road
Traverse City, MI 49685
str-registration@longlaketownship.com

Annual fee is \$275.00 - Please make checks payable to Long Lake Township
 Township staff will contact you to arrange for payment if check is not enclosed or for emailed applications.
 Credit/debit card transaction fees will apply.