

Village of North Bay Short-Term Rental Registration Form

Per Section 11.02 of the Village of North Bay Municipal Code, "No residential dwelling may be rented for periods of 6 or fewer days. If a residential dwelling is rented for periods of more than 6 but fewer than 29 consecutive days...the total number of days within any 365 day period that the dwelling may be rented is 180, which must run consecutively..." Further "A person who maintains, manages or operates a short-term rental shall obtain and maintain all permits and licenses required by state law, and must also, in addition to maintaining a current residential rental registration, obtain an annual short-term rental license from the Village of North Bay."

To register, please complete this form and submit it to the Village Clerk, 3615 Hennepin Pl., Racine, WI 53402, along with the \$10.00 registration fee. Please note your registration is effective for a period of one year and then it must be renewed. The short-term rental operator must, at all times, keep the Village apprised of the operator's current phone number/email contact, and agree to respond with 24 hours to any attempted contact by the Village.

REGISTRATION TYPE

Please check one below:

- Initial Registration
- Renewal Registration
- Update to Contact Information (due within 15 days of change)

RENTAL PROPERTY INFORMATION

Address of Rental Property/Primary Residence: _____

Owner Last Name: _____ Owner First Name: _____

Owner's E-Mail Address: _____

Owner's Phone Number: _____

OWNER SIGNATURE

Under penalty of law, I swear that I have read and understand Section 11.02 of the Village of North Bay Municipal Code pertaining to short-term rentals, and that the information provided in this application is true and correct to the best of my knowledge. I also understand that I must at all times keep the Village apprised of my current phone number and email, and that this registration is valid for a period of one year.

SIGNATURE: _____ DATE: _____

DATE FILED: _____ AMOUNT PAID: _____ RECEIPT #: _____ RECEIPTED BY: _____