



## **Application for a Short Term Accommodation (STA) Licence**

**Town of The Blue Mountains**

**Enforcement Services Department**

32 Mill Street, Box 310, Thornbury, ON N0H 2P0

STA Licences: 519-599-3131 ext. 309

### **A. Property Information (Property to be Licensed)**

Address: \_\_\_\_\_

### **B. Applicant**

Applicant is (circle one):    Owner, or    Authorized Agent of Owner

Applicant's Name: \_\_\_\_\_

Corporation or Partnership (if applicable): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **C. Owner (if different from applicant)**

Owner's Name: \_\_\_\_\_

Corporation or Partnership (if applicable): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **D. Rental Agent/Agency**

Agent/Agency's Name: \_\_\_\_\_

Corporation or Partnership (if applicable): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **E. Responsible Person (person responsible for the operation and conduct of the inhabitants as defined in By-law 2013-50)**

Responsible Person's Name: \_\_\_\_\_

Corporation or Partnership (if applicable): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**F. Purpose of Application**

(Circle one):            New STA Licence            Licence Renewal

**G. Premises Details**

Current Use of Premises: \_\_\_\_\_

Proposed Number of Bedrooms: \_\_\_\_\_

Total STA Premises Occupant Load: \_\_\_\_\_

**H. Attachments (the following must accompany the application)**

- i. Copy of the Transfer/Deed proving evidence of ownership
- ii. Copy of the Liability Insurance of not less than \$2 million per occurrence for property damage and bodily injury
- iii. Site Plan of the premises (non-condo units only, see guide for requirements)
- iv. Property and Parking Management Plan (non-condo units only, see guide for requirements)
- v. Floor Plans (see guide for requirements)
- vi. Responsible Person Consent Form
- vii. Certificate from the Electrical Safety Authority (ESA) that the premises conforms to the Ontario Electrical Code
- viii. Proposed STA Premises: Property and Parking Management Plan (see STA Property and Parking Management Plan Criteria)
- ix. Renter’s Code

**I. Declaration of Applicant**

I \_\_\_\_\_ certify that:

The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant