



THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

SHORT-TERM RENTAL LICENSE APPLICATION

New Application

Renewal Application

Date of Application: _____

Short-Term Rental Address:

Civic Number:	Road Name:
Town:	Postal Code:

Property Owner(s) Information:

If more than one owner, or if numbered company please attach all owners' information on additional sheet provided.

If address for service and legal documentation is different than below, please use additional sheet provided.

Owner Name:	
Civic Number:	Road Name:
Town:	Postal Code:
Email:	Phone Number:

Host or Property Manager Information:

Name:	
Civic Number:	Road Name:
Town:	Postal Code:
Email:	Phone Number:



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Documentation Required

(dated within twelve months of date of application)

- Proof indicating that the premises conform to the *Fire Protection and Prevention Acts* and its regulations.
- Proof indicating that the premises conform to all *Technical Standards and Safety Authority* (TSSA) codes and standards.
- Proof indicating that the premises conforms to the *Electrical Safety Code* (ESA).
- Proof indicating that the premises conform to all acts, regulations, and standards that apply to septic systems.
- Proof of Ownership
- Proof of liability insurance (\$2,000,000.00 minimum).
- Interior floor plans drawn to scale (By-Law 3726-2024 Section 5.1.7)
- Site plan drawn to scale (By-Law 3726-2024 Section 5.1.8).
- Signed Declaration (page 3 of application)
- Copy of Guest Information Package
- \$500 License Fee – to be paid only once license is approved and issued. Cash, debit or cheque are accepted at the Township Office. An e-transfer may also be sent at least 1 hour in advance to tax@augusta.ca with a note saying it is for a STR License.



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DECLARATION

I, the undersigned, do solemnly declare that all information provided in and with this application is factual and correct and agree to abide by and adhere to all relevant by-laws, rules and regulations, matters and things as are, or may be enacted by the Township of Augusta and to any applicable federal or provincial legislation or regulation in effect, enacted, or amended, from time to time, and make this solemn declaration conscientiously knowing that it is of the same force and effect as if made under oath. I also hereby agree to authorize the Township of Augusta to release any information which is deemed pertinent in the granting of this application.

Signature of Property Owner

Date

**END OF APPLICATION UNLESS ADDITIONAL ADDRESS
INFORMATION IS REQUIRED**



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ADDITIONAL ADDRESS INFORMATION

Short-Term Rental Address:

Civic Number:	Road Name:	
Town:	Postal Code:	

SERVICE & LEGAL DOCUMENTATION INFORMATION

Owner Name:		
Civic Number:	Road Name:	
Town:	Postal Code:	
Email:	Phone Number:	

ADDITIONAL OWNERS' INFORMATION

Owner Name:		
Civic Number:	Road Name:	
Town:	Postal Code:	
Email:	Phone Number:	



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ADDITIONAL ADDRESS INFORMATION

ADDITIONAL OWNERS' INFORMATION

Owner Name:	
Civic Number:	Road Name:
Town:	Postal Code:
Email:	Phone Number:

ADDITIONAL OWNERS' INFORMATION

Owner Name:	
Civic Number:	Road Name:
Town:	Postal Code:
Email:	Phone Number:

ADDITIONAL OWNERS' INFORMATION

Owner Name:	
Civic Number:	Road Name:
Town:	Postal Code:
Email:	Phone Number: