



RENTAL REGISTRATION APPLICATION

All owners of rental dwellings located in the City of Montague shall register each building with the City, regardless of the number of rental units. Submit this application with the registration fee of \$50 per building (payable to the City of Montague) to City Hall, 8778 Ferry Street, Montague MI 49437. Registration is valid for two years.

Rental Dwelling Address: _____

Rental Classification

- ☐ **Long-Term Rental** – Residential dwelling unit providing semi-permanent accommodations for a fee to individual(s) that are not the owner of the property for 120 days or more annually.

Number of Dwelling Units: _____

Maximum Number of Occupants: _____

- ☐ **Short-Term Rental** – Residential dwelling unit providing transient accommodations for a fee to individual(s) that are not the owner of the property, for less than 120 days annually (e.g., daily, weekly, monthly, seasonal). ***See conditions on back side of this form.***

Number of Rooms: _____

Maximum Number of Occupants: _____

Owner Information

Name: _____

Address: _____

Business Address: _____

Business Phone #: _____

Cell Phone #: _____

Email Address: _____

Property Manager / Local Agent Information (Please Note: If dwelling owner does not reside within 30 miles of the City, owner shall designate a responsible local agent who is able to address any issues that may arise.)

Name: _____

Address: _____

Cell Phone #: _____

Email Address: _____

- ☐ I hereby attest that the information on this application form is true and accurate.

Signature: _____ Date: _____

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As the property owner of a **short-term rental**, I hereby agree that the following conditions shall be met in order to utilize the unit(s) as a short-term rental:

- (a) During occupancy, the registration certificate provided by the City shall be posted in the front window, and shall otherwise not display a sign which is visible from off-site.
- (b) Sufficient parking shall be provided for the occupancy of the unit(s) on the property so that all vehicles, including recreational type vehicles and trailers, are parked on the property. Parking shall meet City zoning standards for parking (location, number, area, ingress / egress, size, etc.). No parking on any street.
- (c) Appropriate garbage disposal receptacles and storage area for receptacles shall be provided. Placement of garbage receptacle(s) shall not be placed roadside for more than 1 day before collection, nor remain roadside for more than 1 day following weekly collection. Trash receptacles and regulations thereof shall meet City zoning standards.
- (d) The use as a short-term rental shall not result in the exterior of the dwelling having other than a residential appearance, if said property is in a residential district.
- (e) The use as a short-term rental and its occupancy shall not emit noise, odor, vibration, or other such nuisance impacts discernible beyond the property lines of the lot or parcel.
- (f) Occupancy shall not exceed 120 days annually.

Signature: _____ Date: _____

<i>To be completed by the City of Montague</i>	
Dwelling Unit Address: _____	
Zoning District of Property: _____	
Rental Classification: <input type="checkbox"/> Long-Term (120 days or more) <input type="checkbox"/> Short-Term (less than 120 days)	Date Received: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/ Conditions <input type="checkbox"/> Denied
Fee Paid: _____	
Approval Conditions / Notes: _____ _____ _____ _____ _____ _____	
Expiration Date: _____	
Date: _____ Authorized Signature: _____	