

Short Term Rental Licensing Program

Responsible Persons Consent Form

This form must be completed by the responsible person and is required even if the Applicant/Licensee of the short-term accommodation is also the responsible person.

As required by section 4.9 of the Short-Term Licensing By-law 2024-068, the Licensee of the short-term rental shall ensure there is a Responsible Person available to attend to the Short-Term Rental Premises at all times within **one (1) hour** from the time of contact by way of telephone or email.

The By-law defines a “Responsible Person” as the Owner or Agent (must be 18 years of age) assigned by the Owner of the Short-term Rental Premises to ensure the Short-term Rental Premises is operated in accordance with the provisions of this by-law, the License, and all other applicable laws.

Licensed Premises Municipal Address:	
Responsible Person’s Name:	
Responsible Person’s Telephone Number:	
Responsible Person’s E-mail Address:	

Responsible Person Consent:

I _____ (Responsible Persons Name) certify and acknowledge that I have been appointed by the Licensee as the “Responsible Person” in accordance with the licensing requirements to operate a short-term rental at _____ (Address), Springwater, Ontario.

I understand and consent that my name, telephone number, and e-mail address will be published on the Township of Springwater website and made available to the general public. I further confirm that when contacted by telephone or e-mail by a member of the public, the Township of Springwater, an enforcement officer/agency or the Ontario Provincial Police, I will be available to attend the short-term accommodation within **one (1) hour** of being contacted to ensure its operation is in compliance with the license and applicable municipal and provincial law.

Signature of Responsible Person

Date