



# Short-Term Rental (STR) Self-Compliance Affidavit for Professional Property Managers

Property Manager's Name: \_\_\_\_\_

If Corporation – Authorized Signatory: \_\_\_\_\_

Property Manager's TOV Business License Number: \_\_\_\_\_

**Please Note: All statements listed below must be initialed.  
Failure to initial any question will delay your registration issuance**

## Occupancy

\_\_\_\_\_ Occupancy limits of 2 per bedroom, plus 2 will be adhered to and appropriately listed in rental advertisements for all managed properties.

## Health & Life Safety Standards:

\_\_\_\_\_ Buildings, structures or rooms shall not be used for purposes other than those for which they were designed or intended for all managed properties.

\_\_\_\_\_ Roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, all other structural components and all appurtenances thereto shall be capable of resisting any and all forces and loads to which they may be normally subjected, and shall be kept in sound condition and in good repair for all managed properties.

\_\_\_\_\_ The street address, registration number, local agent and property owner contact information is posted conspicuously in the interior of all managed properties.

\_\_\_\_\_ The operation of each short-term rental will comply with all town ordinances that apply to a residential dwelling.

\_\_\_\_\_ Smoke detectors are installed outside of each sleeping area, in each room used for sleeping purposes, and on each level of a living area, including basements, for all managed properties.

\_\_\_\_\_ Carbon monoxide detectors are installed within twenty feet of sleeping areas, within twenty feet of fuel fired appliances (including wood/ gas fireplaces), and within 10 feet of the doorway of an attached garage, for all managed properties.

\_\_\_\_\_ Fire extinguishers are located within thirty feet of the kitchen, on each level of a living area, and in the garage; and they are readily available for immediate use for all managed properties.

\_\_\_\_\_ Wood Burning Fireplaces / Stoves - Fireplaces and flues are maintained in accordance with recognized standards and have been inspected and cleaned on an annual basis for all managed properties. Proof of inspection and cleaning for the current year is required to be available upon request for all managed properties.

\_\_\_\_\_ An operable toilet, sink, and either a bathtub or shower shall be located within the same building, and every room containing a toilet or bathtub/shower shall be completely enclosed by walls, doors, or windows that will afford sufficient privacy, for all managed properties.

\_\_\_\_\_ Electrical panels shall be accessible at all times with 36 inches of clearance maintained in front of the panels, and shall be clearly labeled, for all managed properties.

\_\_\_\_\_ Outdoor Fires – portable outdoor fireplaces are prohibited for all managed properties.

\_\_\_\_\_ Portable electric space heaters shall not be operated within 3 feet of combustible materials and shall not be plugged into extension cords in all managed properties. Space heaters must be plugged directly into outlets.

\_\_\_\_\_ The use of outdoor heating appliances is prohibited on balconies for all managed properties. Outdoor heating appliances shall not be operated beneath or closer than 5 feet to buildings, overhangs, awnings, sunshades or similar combustible attachments at all managed properties.

\_\_\_\_\_ Property Address - Property address is required to be visible from the street at all managed properties. Minimum 4 inches in height, ½" width numbers permanently affixed on a contrasting background.

\_\_\_\_\_ Emergency Exits - All Managed properties must have a map or floor plan.

**Community Impacts:**

\_\_\_\_\_ Renters will be informed that on-street parking is not allowed at all managed properties.

\_\_\_\_\_ Adequate parking spaces will be provided for renter's use at all managed properties.

\_\_\_\_\_ Renters will be informed of the noise ordinance. No excessive or unreasonable noise will be permitted at any time at all managed properties.

\_\_\_\_\_ Renters will be informed of trash / recycling regulations and scheduled trash pickup times at all managed properties.

\_\_\_\_\_ A sufficient number of trash and recycling receptacles to accommodate all trash generated by those occupying all managed short-term rental properties and all receptacles shall comply with Town Code.

\_\_\_\_\_ Night lighting ordinances will be complied with to reduce exterior light usage after dark at all managed properties.

\_\_\_\_\_ If pets are allowed, renters will be informed of leash laws, pet waste disposal, and barking/noise considerations at all managed properties.

\_\_\_\_\_ The operation of short-term rentals will comply with the "Good Neighbor Guidelines" and a copy of the guidelines will be provided to the renters in the rental agreement or by posting it in a prominent location within all managed properties.

**Advertising:**

\_\_\_\_\_ All advertising for all managed short-term rentals shall include the short-term rental registration number, immediately following the description of each property.

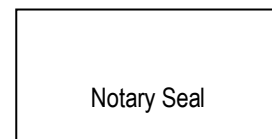
**By completing and signing this affidavit I affirm that, under pains and penalties of perjury, that I have inspected all managed properties and that they comply with all applicable laws, and codes.**

\_\_\_\_\_ Property Manager Signature Printed Name Date

Subscribed and affirmed before me in the county of \_\_\_\_\_,

State of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Notary's official signature)



\_\_\_\_\_  
(Commission Expiration)