



City of Grand Haven
Planning and Community Development Department
20 N. Fifth Street
Grand Haven, MI 49417
616-847-3490

SHORT TERM RENTAL AFFIDAVIT

Owner name:
Owner address:
City, state, zip:

Telephone Number: _____

Email Address: _____

Short Term Rental Property Address:

By checking each of the following provisions, I, the undersigned, acknowledge that I have read, understand and agree to abide by the following regulations, as stated in Chapter 9, Article X, Sections 9-201 through 9-207 (“Article X”), of the City of Grand Haven Code of Ordinances. Additionally, I understand that I am required to complete one Short Term Rental Affidavit for **EACH** property that is being rented as a Short Term Rental and share this information with each tenant that occupies the unit(s). This document shall be maintained by the owner or local agent for inspection and copying by the City.

Owner initials

The required registration fees have been paid to the City of Grand Haven at \$25/unit.

I understand that the definition of a “*Rental dwelling*” or “*rental property*” means any residential dwelling which is in whole or in part occupied by one (1) or more person(s) pursuant to an oral or written agreement for monetary or any other consideration, but which person(s) is not acquiring an ownership interest in the dwelling. This shall include single-family, two-family and multiple family dwellings, short term rentals, rooming or boarding houses, not including hotels, motels, bed-and-breakfasts or dwellings that are occupied only by members of the owner’s immediate family.

I understand that the definition of a “*Short term rental*” means any residential dwelling providing transient accommodations for periods of less than one (1) month, more than three (3) times per year.

I understand that the definition of “*Occupant*” means any person, other than a legal or equitable title holder, occupying or possessing all or part of a short term rental.

I acknowledge that the occupancy limit of my short term rental unit is _____ and is in accordance with the State of Michigan Building Code as determined by the City of Grand Haven.

I understand that it is a violation of Article X for me and/or my designated agent to advertise or permit an occupancy load that is greater than the maximum occupancy load limit permitted by city ordinance or other applicable law or regulation.

I understand that I must live within 10 miles of the City of Grand Haven or designate a responsible local agent who shall be legally responsible for operating my short term rental unit in compliance with the law, including the International property maintenance code as made part of the city's code of ordinances. In addition, I understand that all official notices may be served on the responsible local agent and any notice so served shall be deemed to have been served upon the owner of record.

I understand that each short term rental is required to have a land-line telephone with free local calls and a number that is recognized by Ottawa County Central Dispatch

I understand that my short term rental must provide a minimum of two (2) parking spaces per unit

I understand that the City of Grand Haven has a Noise Ordinance in place that will be strictly enforced. Noise ordinance provisions include, but are not limited to:

- No musical instruments or electronically amplified sound can emanate from any place or premises between the hours of 9:00PM and 7:00AM.
- Yelling, shouting, hooting, whistling or singing or the making of any other loud noise between the hours of 11:00PM and 7:00AM is prohibited.

I understand that I and/or my designated agent are required to maintain for the purpose of city inspection and copying the following documents for at least two (2) years:

- The name, address, and other contact information of each occupant.
- A document signed by the person responsible for renting the rental dwelling acknowledging the occupancy limit of the rental property, certifying the number of persons who will be occupying the rental property and acknowledging city regulations applicable to the rental property.

I understand that I am required to have my short term rental unit inspected once every three years and that my unit must, at all times, be in compliance with the city's property maintenance code, fire code, zoning ordinance, Article X, and other applicable laws and regulations.

I agree to prominently display a full-size copy of a valid certificate of compliance or a valid temporary certificate of compliance issued by the City inside the short term rental.

I understand that a violation of this article shall be punishable as a municipal civil infraction. Any person, including without limitation an owner, property manager, local agent, tenant or occupant, who is found responsible for a violation of this article shall be subject to the fines and penalties.

I agree that I am the owner of _____, or that I am a designated agent of the owner authorized to sign this affidavit on the owner's behalf.

I understand that falsification of this affidavit may result in denial of an application for registration and/or revocation of a certificate of compliance or a temporary certificate of compliance under Article X.

I certify that the statements above are true to the best of my knowledge, information and belief.

Signature
Property owner

Date

Print name
Property Owner

Date