



130 Balm Beach Road West
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Change of Information Request for The Responsible Person

The Township of Tiny's Short-Term Rental Accommodation By-law 22-017, as amended, states:

Section 2.26, "**Responsible Person**" means an Owner or a Person, 18 years of age or older if an individual, duly appointed by an Owner to act on its behalf, and being responsible for ensuring the Short-Term Rental Accommodation is operated in accordance with the provisions of this By-law, the Licence and applicable laws.

Section 3.4, **Applications for a Licence and issued Licenses will be posted on the Township's website, including personal information such as the legal description, civic address, and Owners' and Responsible Person's contact information.**

Section 6.1 j), **the name and contact information of the Responsible Person who can be readily contacted within thirty (30) minutes and respond to an emergency or contravention of any Township by-law, including attendance on site of the Premises within sixty (60) minutes of being notified of the occurrence.**

Section 6.3, **An Applicant or Licensee shall be responsible for informing the Township, in writing, of any changes to the information contained within the application or any deviation to the approved plans within (7) days of such change or deviation.**

Please complete and return this document to licensing@tiny.ca to confirm the change of information request for the Responsible Person listed on your Short-Term Rental Accommodation Licence:

Registration Number: STRTT-2022:	
Property Roll Number:	
Street Address:	
Current Name of the 24/7 Emergency Responsible Person:	
Current Telephone Number of the 24/7 Emergency Responsible Person:	
Updated Name of the 24/7 Emergency Responsible Person:	
Updated Telephone Number of the 24/7 Emergency Responsible Person:	

In accordance with the above sections, updated information will be changed in the Townships system on a periodic basis and will be reflected on the Short-Term Rental Accommodation Interactive Map once the update has been completed.

Owners Signature: _____

Date: _____