

**RE: Short-Term Rental Licensing**

April 3, 2023

Short-Term Rental Accommodation Applicant,

Thank you for submitting your Application for a Short-Term Rental Accommodation Licence. We wanted to reach out to applicants today regarding two topics of recent interest.

**1. Are applicants allowed to accept bookings or operate now that I have submitted my Application?**

Yes, staff are currently working to review provided documents and will contact applicants for revised information as required. As we continue to process applications applicants are permitted to advertise and operate in compliance with the [Short-Term Rental Accommodation By-law 22-017](#), as amended.

**2. When should an applicant update their advertisement(s) to display their Licence Number?**

Advertisement(s) should be updated now to accurately reflect your application submission. Please note that Section 6.6 of the [By-law](#) provides that: ***a Licensee must ensure that any listing, advertisement, etc. of the Premises includes the corresponding Licence number issued by the Township.***

The Conditional Licence Number is provided in the Application Registration email applicants received when they applied for the Licence and resembles **STRTT-202X-XXX**. Please ensure advertisements are updated to include the provided Conditional License Number as shown in the examples below;

**About this space**

*[Blurred text]*  
**Licence number STRTT-202X-XXX**

**About this rental**

Cottage 3 bedrooms 2 bathrooms Spaces  
*[Blurred text]*  
**Licence # STRTT-202X-XXX**  
[View less](#)



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Aside from being a by-law requirement, it is also an indication to those interested in visiting the property that applicants have completed or are moving towards the rules and safety standards set out in the [Licensing By-law](#). Additionally, this avoids any concerns that a listing could be pulled or suspended by a Short-Term Rental company for not having a permit or licence registration number.

Thank you in advance for updating advertisement(s) now.

For more information, please visit our dedicated [Short-Term Rental page](#).

Please do not hesitate to contact the Licensing Officer at 705-526-4204 ext. 291 or [licensing@tiny.ca](mailto:licensing@tiny.ca) if you require additional information.

Kindly,

**Cayla Nelson**  
**Licensing Officer**  
By-law Department  
705.526.4204 ext. 291