



Stroud Township
1211 North Fifth Street, Stroudsburg, PA 18360
Phone: (570) 421-3362 Fax: (570) 421-3240

For Office Use:
Application #: _____
Date: _____
Fee: _____
Paid: _____

RENEWAL SHORT-TERM RENTAL PERMIT APPLICATION

(All applicable fields must be filled out completely and legibly)

Property Address: _____
Current Permit Number: _____

(If your current STR Permit was issued more than 12 months prior to today's date, a Renewal Short-Term Rental Application is no longer applicable. Please complete all of the requirements for a new Short-Term Rental Permit Application)

Advertising Property Reference Number (IDs) _____
from all of the websites your property is _____
advertised (ex: vrbo.com/0000000xx): _____

Property Owner Name: _____
Mailing Address: _____
Phone (24 Hour): _____ Alternate Phone (24 Hour): _____
Email: _____

Managing Agency, Agent or Local Contact Person

[] Same as Property Owner
Name: _____
Mailing Address: _____
Phone (24 Hour): _____ Alternate Phone (24 Hour): _____
Email: _____

Trash Hauler: _____ Pick-Up Day: _____
(Must be Township Approved)

Documents Required*

Check

- Number of Bedrooms: _____ Number of Parking Spaces: _____
Copy of Monroe County Hotel Room Rental Excise Tax Certificate
Copy of Pennsylvania Sales Tax License
Insurance Policy Declaration Page (min. \$500,000 liability coverage for house use as short-term rental)
3 pictures (8.5 x 11) from one of your digital advertisements:
o Front of the property used as STR
o Rear of the property used as STR
o Main living area of property used as STR

Initial:

____ I/We hereby give consent for the property to be inspected by the Zoning/Code Enforcement Officer to verify compliance with the Short-Term Rental ordinance.

____ I/We authorize the management company listed on this application to act on behalf of property owner.

____ There has been no change in the occupancy since the last inspection, without written notice to Stroud Township.

Property Address: _____

_____ I/We will maintain valid contact information of the property owner(s) and will update Stroud Township immediately should any changes occur.

_____ I/We understand that violating the Short-Term Rental Permit Ordinance may result in revocation of the current Short-Term Rental Permit, and/or denial of this Renewal Short-Term Rental Application.

Print Property Owner Name: _____

Signature of Property Owner: _____ Date: _____

Print Managing Agent Name: _____

Signature of Managing Agent: _____ Date: _____

Short-Term Rental (STR) Fees (2023):

<u>Each Year After First year</u>	\$400.00
Includes 1 inspection @ \$100.00	
Includes 1 SEO inspection if on-site septic	
<u>Each additional inspection fee</u>	\$100.00