



Township of Muskoka Lakes
P.O. Box 129, 1 Bailey Street, Port Carling, Ontario, P0B 1J0
Website: www.muskokalakes.ca
Phone: 705-765-3156
Fax: 705-765-3197

SHORT TERM RENTAL ACCOMMODATION (STRA) RESPONSIBLE PERSON DECLARATION FORM

Complete this form if you are agreeing to act as a Responsible Person under the Township of Muskoka Lakes Short Term Rental Accommodation Licensing By-law 2025-049 **(must be completed if even if you are the property owner)**.

I, the undersigned, hereby declare that I am agreeing to be bound as the Responsible Person for the following property:

Municipal Address: _____

Property Owner(s): _____

I hereby affirm that I have read and understand the requirements as well as my responsibilities under the Bylaw. I understand that I must be available to respond to an emergency or contravention of any Township Bylaw at the STRA premises within a period of no greater than one (1) hour from when communication is sent from the Township or Agent of the Township by being physically present at the STRA premises. I accept the terms as set out in the Bylaw and hereby agree to be bound as the Responsible Person for the above-mentioned property and property owner(s). I affirm that I am 18 years of age or older.

If, for any reason, I wish to release myself from this responsibility, I shall advise the property owner(s), if applicable, as well as the Township, in writing, at least thirty (30) days prior to the termination of my duties as the Responsible Person for the above property.

Signature of Responsible Person

Name (please print)



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Date

I, the undersigned, agree to the above named being designated as the Responsible Person for the above-mentioned property for which I am the registered owner.

Signature of Owner

(if multiple property owners, only one signature is required. Can be that of the Licensee)

Name (please print)

Date

The personal information on this form is collected in accordance with the Municipal Act, 2001 and will be used for the Short Term Rental Licensing Accommodation By-law. Questions about this collection can be directed to By-law Division, 1 Bailey Street, Port Carling, ON P0B 1J0, 705-765-3156, bylaw@muskokalakes.ca.