

# 2025 SHORT TERM RENTAL PERMIT RENEWAL



4165 Columbia Valley Highway

Cultus Lake, BC V2R 5B5

604 858 3334

reception@cultuslake.bc.ca

Date/Time Stamp

<b>SHORT-TERM RENTAL PERMITTEE INFORMATION (All fields must be completed)</b>		
Permittee Name(s) <b>MUST BE A LEASEHOLDER:</b>		
Cell:	Email:	
Short-term Rental Address:		
Mailing Address:		
<b>DESIGNATED PRIMARY CONTACT INFORMATION</b>		
Please provide contact information for the individual whom you wish to be contacted first regarding any issues or bylaw contraventions. Examples are, but not limited to: noise complaints, parking contraventions and garbage issues, and who will be responsible for rectifying any situation within two (2) hours of notification, to avoid a Bylaw Offence Notice or warning being issued. This individual must be available 24/7.		
Name:		Address:
Telephone:	Cell:	Email:
<b>DESIGNATED SECONDARY CONTACT INFORMATION (if applicable)</b>		
Please provide contact information for the individual whom you wish to be contacted second regarding any issues or bylaw contraventions. Examples are, but not limited to: noise complaints, parking contraventions and garbage issues, and who will be responsible for rectifying any situation within two (2) hours of notification, to avoid a Bylaw Offence Notice or warning being issued. This individual must be available 24/7.		
Name:		Address:
Telephone:	Cell:	Email:
<b>Please complete this section <u>ONLY</u> if any lease lot details have changed since your previous application/renewal.</b>		
Total On Site Parking Stalls:	Total Guest Occupancy:	Total Sleeping Units:
Garbage Collection:		

By signing below, I acknowledge that the information provided is accurate and I accept all liability and responsibility for operating a Short-term Rental within Cultus Lake Park. I understand that it is my responsibility to ensure that all guests and visitors who reside in the Short-term Rental comply with all Cultus Lake Park Policies, Bylaws and all Amendments.

Permittee Signature: <b>X</b>	Permittee Name:	Date:
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**REQUIREMENTS CHECKLIST (OFFICE USE):**

<input type="radio"/> STR Permit fields are filled out and complete
<input type="radio"/> Fire Escape Plan submitted
<input type="radio"/> Floor Plan submitted
<input type="radio"/> Garbage and Waste Plan submitted
<input type="radio"/> STR applicants Building Site Lease Version:
<input type="radio"/> Bylaw infraction fines/fees paid up to date
<input type="radio"/> Bylaw parking review complete
<input type="radio"/> Status update of application communicated
<input type="radio"/> STR Permit fee received. Receipt #:
<input type="radio"/> STR Permit sent to applicant
<input type="radio"/> Data entered into STR Master List
<input type="radio"/> Interview complete with CAO or designate prior to approval/renewal. Date & time:
<input type="radio"/> STR Advertising received. (Occupancy / parking confirmed)