



Short-Term Rental Certificate Affidavit of Ceasing Rental Operations

Instructions: Use this form if the property will no longer be operated as a short term rental. We will close the account for the subject property.

If completing as an individual owner, and you do not own the property as a company, enter N/A in the business sections that do not apply. If there is more than one owner of the property, or officers within the owning company, the individual listed on the short term rental application is the one to sign this and any related forms. NOTE: A separate form is required for each rental unit where the change is to take place.

Address of Subject Property:

(STREET) (UNIT) (CITY) (ZIP)

I attest as owner, or officer of owner company, the above listed property will no longer be operated as a short term rental as of (date) _____ for the reason of _____ and that I have ceased advertising this property as a vacation rental on all platforms. I understand that to operate this property as a vacation rental again, I will need to apply for a new Certificate of Use.

By: _____ on behalf of _____
Printed Name of Owner or Officer / Title Company Name, if applicable

Telephone Number Business Telephone Number

STATE OF _____
COUNTY OF _____ (Signature of person acknowledging)

The foregoing instrument was acknowledged before me by means of physical presence [] or online notarization []
this ____ day of _____, _____ by _____,
(day) (month) (year) (printed name)

Personally known [] OR produced identification [] Type of identification produced _____

Signature of Notary Public _____

Print, Type or Stamp Commissioned Name of Notary Public _____