

## SCHEDULE B

### Responsible Person Consent Form Short Term Accommodation (STA) Application By-law No. 4257(2020)

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As required by the *Licensing for Short Term Accommodation By-law No. 4257(2020)*, Section 5. (6), the owner of a Short Term Accommodation premises shall ensure that there is a responsible person available to attend the Short Term Accommodation premises at all times within a period of no greater than **one (1) hour** from the time of contact by way of telephone or e-mail.

The by-law defines a “Responsible Person” as *the owner or an agent assigned by the owner or licensee of the Short Term Accommodation to ensure the Short Term Accommodation is operated in accordance with the provisions of this by-law, the license and applicable law.*

#### **Responsible Person Consent**

I \_\_\_\_\_ CERTIFY AND ACKNOWLEDGE THAT:  
(Print Name)

I have been appointed by the owner as a “Responsible Person” in accordance with the licensing requirements to operate a Short Term Accommodation at the following address:

\_\_\_\_\_, Town of Pelham, Ontario  
(Street Address)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

**NOTICE OF COLLECTION:** The personal information recorded on this form is collected and maintained in accordance with MFIPPA – the Municipal Freedom of Information and Privacy Protection Act and will be used in the administration and enforcement of the Licensing for Short Term Accommodation by-law. Questions about the collection of personal information may be addressed to the Clerks Department, Town of Pelham, 20 Pelham Town Square P.O Box 400, Fonthill, ON L0S 1E0, 905-892-5055