

**CITY OF WISCONSIN DELLS LICENSE APPLICATION FOR:
OVERNIGHT LODGING**

Fees: \$500 Annually \$100 Change of Property Manager

New Renewal *STR (Zoned Residential) TRH (Zoned Commercial) Change of Manager
Date Submitted: _____ Amount Paid: \$ _____ Receipt No. _____

LODGING FACILITY:

Lodging Facility Address: _____ Maximum Occupancy (CUP): _____
Zoning District: _____ *180 day Rental Period (*STR Properties Only*): _____ through _____

PROPERTY OWNER:

Name: _____ LLC/Business Name: _____ Phone #: _____
Alt #: _____ Mailing Address: _____ Email: _____

PROPERTY MANAGER:

Name: _____ Phone: _____ Alt #: _____
Last First MI

Address: _____ Email: _____
Must be within 30 minutes from rental facility

DOB: _____ Pending Criminal Charges (if any): _____
The Wisconsin Dells Police Department conducts background checks on all applicants

Police Dept. Background Check Date: _____ By: _____ Chief Recommendation: Approve Deny

**NEW APPLICANTS ATTACH ALL DOCUMENTS LISTED BELOW
(RENEWALS ONLY WHERE SPECIFIED):**

- | | | |
|---|--|---|
| <input type="checkbox"/> Proof of Insurance (<i>Renewals</i>) | <input type="checkbox"/> State Lodging License (<i>Renewals</i>) | <input type="checkbox"/> Fire Inspection Report (<i>Renewals</i>) |
| <input type="checkbox"/> Seller's Permit | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> STR's: Proof of Primary Residency |
| <input type="checkbox"/> Room Tax Number | <input type="checkbox"/> Site Plan with Available Onsite Parking | |
| <input type="checkbox"/> Premier Resort Tax Number | <input type="checkbox"/> Floor Plan (Room Dim. & Max Occ.) | |

I am the owner of the Lodging Facility listed above. I give my consent to _____, to manage
Property Manager
the lodging facility as defined in Ordinance Section 16.35. I agree to immediately notify the City of Wisconsin Dells of any changes in information regarding the property manager.

Signature of Property Owner Date

I agree to manage the Lodging Facility listed above as defined in Ordinance Section 16.35. I agree to immediately notify the City of Wisconsin Dells of any changes in information regarding the property manager.

Signature of Property Manager Date

Note: Incomplete, false, or misleading information on the application form can delay the review process and/or be grounds for denial of permit or license.
License subject to compliance with Wisconsin Dells Code Section 16.35.

- (1) Premises. No license or permit shall be granted or renewed for the operation of any trade, profession, business or privilege, for which a license or permit is required by any provision of this Code, for operation upon any premises which taxes, assessments other financial claims of the City, or any City utility are delinquent and unpaid.
- (2) Persons. No person who is delinquent in the payment of any taxes, assessments or other claims owed to the City, including a forfeiture resulting from a violation of any Ordinance of the City, shall be granted or renewed any license for any trade, profession, business or privilege in the City for which a license or permit is required by any provision of this Code.

Utilities _____ Taxes _____ A/R; Other _____ Parking _____ Court _____