

TOWN OF LAFAYETTE
5675 197TH STREET
CHIPPEWA FALLS WI 54729

Phone & Fax: 715 723-7692 Email: lafayette@lafayettechippewawi.gov

TOURIST ROOM RENTAL CHECKLIST

Before renting your home as a tourist rooming house or short-term rental, please ensure all required steps have been completed.

All requirements must be met prior to offering your property for rent to guests.

- County Zoning permit – Doug Clary 715-726-7940
- Public Health Permit – Chippewa County Health Dept 715-726-7908 ext. 3
- Fire Inspector Rebecca Shervey at (715) 723-5488 or rshervey@chippewafiredistrict.com
- Certificate of Insurance
- A Seller's Permit issued by the Wisconsin Department of Revenue

Lafayette Tourist Room License

- Complete the Tourist Room License Application and submit it, along with the required fee, to the Town of Lafayette Office after all required inspections, permits, and approvals have been completed.
- If you advertise or accept bookings through a Marketplace Provider (such as Airbnb or VRBO), the provider is required by law to collect and remit the 6% room tax directly to the Town of Lafayette on your behalf.
- You are **only** responsible for remitting the 6% room tax directly to the Town for bookings made outside of a Marketplace Provider, such as reservations made through your own website, social media, direct advertising, or repeat bookings arranged independently. In these cases, payment must be submitted to the Town along with the required room tax reporting.

Any questions you have, don't hesitate to call.

Thank you!

Jami Carter
Lafayette Town Clerk

