

This application is required for property owners seeking to operate a Short-term Rental within the Municipality. It ensures compliance with local regulations, supports community well-being, and helps maintain safe and responsible accommodation for visitors and residents. Applications must be submitted before **April 1, 2026 and must be deemed complete by the Municipality of Meaford to be considered.**

## Applicant Information

Applicant first name: Applicant last name:  
 Applicant email: Applicant phone number:  
 Applicant mailing address:  
 Short-term Rental property address:  
 Is your property your principal address? Yes No

## Type of Rental

### Single Detached Dwelling

Total number of bedrooms  
 Total number of bedrooms to be rented

### Apartment

Total number of bedrooms  
 Total number of bedrooms to be rented

### Condominium

Total number of bedrooms  
 Total number of bedrooms to be rented

### Additional Dwelling Units (bunkie, accessory structure, etc.)

Total number of bedrooms  
 Total number of bedrooms to be rented

### Parking

Number of off-street parking spaces (2.7 m wide and 5.8 m)

**Type of Sewage System** Septic Municipal Service

## Attach Supporting Documents

### Site and Fire Safety Plan – See Appendix 1

The implementation of a Site and Fire Safety Plan ensures the effective use of life safety features within a building to protect occupants from fire and to identify all structures and required setbacks on the property. The Site and Fire Safety Plan must be prepared to reflect the specific characteristics and resources of the dwelling unit. It is the responsibility of the property owner to ensure that all information contained in the Site and Fire Safety Plan is accurate, complete, and up to date.



# Short-Term Rental Registry Application

This plan shall be kept readily available at all times and posted at the front of the entrance in a conspicuous location of the rental.

## **Parking Management Plan – See Appendix 2**

Parking Management is designed for the Short-term Rental Regulation Owner to be in compliance with the applicable Zoning and Parking Control Bylaws.

Parking Management Plan Requirements all owners of Short-Term Rentals to provide a Site Plan which outlines where all the designated parking spaces shall be located and the dimensions of the parking spaces.

This plan shall be kept readily available at all times and posted at the front of the entrance in a conspicuous location of the rental.

## **Owner Code of Conduct & Solemn Declaration – See Appendix 3**

The owners code of conduct is a set of rules and standards outlining expected behaviour and responsibilities that the property owner agrees to follow when operating the Short-term rental. Confirming that the owner agrees to manage their guests responsibly and address complaints while ensuring that the property meets all municipal bylaws, provincial legislation and fire and building codes. The Solemn Declaration is a formal written declaration taking full responsibility for the Short-term rental acknowledging that the owner is held accountable if the information is false or if they fail to comply.

This declaration and code of conduct shall be kept readily available at all times and posted at the front of the entrance in a conspicuous location of the rental.

## **Fee for Registry & Payment Options**

### **Application Fee**

**\$50.00** per rental

### **Payment Options**

In person at Municipal Office

By Mail (cheques only)

**21 Trowbridge Street W, Meaford, Ontario, N4L 1A1**

Registry applications will not be processed until payment is received.

## **Submitting Your Registry Application**

**Submit your completed registry application via email to [str@meaford.ca](mailto:str@meaford.ca)** or drop off at the Municipal Office (21 Trowbridge Street West, Meaford, N4L 1A1).

Once the application is complete you will be added to the Municipal registry. For information and details visit [meaford.ca/str](http://meaford.ca/str) or email [str@meaford.ca](mailto:str@meaford.ca).

## **Declaration & Authorization**

Personal information in this form is collected under the authority of the Municipal Act, 2001, as amended, and will be used to process this application. Questions about the collection of this personal information should be directed to the Municipal Clerk at [clerk@meaford.ca](mailto:clerk@meaford.ca).

**Date**

**Signature**