



Short Term Rental Property Registration Form

PROPERTY ADDRESS: _____ LOT #: _____ SECTION: _____

Owner Information:

Name: _____

Telephone #: _____ Email Address: _____

Mailing Address: _____

If this is a renewal application, has the owner's address changed since the last submittal (yes or no)? _____

If yes, please provide the owner's previous address: _____

Emergency contact person responsible for addressing conditions relating to the property:

(Please note: Village 24/7 hotline or Village staff will notify the emergency contact person listed if there is an issue with the STR that requires immediate attention. The emergency contact shall make every reasonable effort to be available at all times for the purpose of responding to concerns or request for assistance.)

Name: _____

Telephone #: _____ Email Address: _____

Mailing Address: _____

Agent responsible for management and/or rental responsibilities associated with property:

Name: _____

Telephone #: _____ Email Address: _____

Mailing Address: _____

Application Checklist:

Please initial each item, the applicant agreed they have read and understand the operational requirements and requests presented.

Trash and Recycling

Please provide your guests instructions for dates, time and disposal of garbage and recycling if available. We request 'cart only' trash, no additional bags or trash stacked beside trash or recycle containers, to insure it is picked up. Make sure lids on containers are shut firmly to keep contents inaccessible to dogs and other animals. It sure benefits our roadways if containers are placed at curbside and returned to normal storage area within 12 hours prior to or after pickup. Additional trash containers are available through WC of Texas.

Parking Available

Please provide guest information regarding number of on site parking spaces available on the property. Village ordinance Sec 11.04.001 prohibits parking on all streets within Village of Point Venture and Sec 7.04.002 prohibits parking on unimproved right of ways. Make arrangements for off site overflow parking if necessary.

Provide all guests Village of Point Venture emergency and non-emergency numbers

Compliance with property owner association rules and deed restrictions

Please post POA rules for swimming pool, weight room and park in prominent location within property.

Contact information changes

If the owner, emergency contact or agent information changes, it is the responsibility of the owner or agent of the STR property to notify the Village, in writing, within ten (10) calendar days.

A copy of Ordinance No. 2021-09-15

It is the responsibility of the owner and or agent of the STR to ensure compliance with Ordinance 2021-09-15.

\$300 annual registration/renewal application fee paid

I _____ certify that I am the legal property owner or legal agent of the property owner containing an STR located at _____ in Point Venture, Texas. Furthermore, I confirm that I have read, understand, and will adhere to all the conditions set forth in Ordinance 2021-09-15 amending Zoning Ordinance of the Village of Point Venture.

Signature of STR owner or agent _____ Date: _____

FOR OFFICE USE ONLY

Date of Registration: _____ Renewal Date: _____

Registration number: _____

Processed by (zoning staff person): _____