SHORT-TERM RENTAL (STR) RESPONSIBLE AGENT AGREEMENT

STR Property Address: _____

Owner/Applicant Name: _____

RESPONSIBLE AGENT DESIGNATION:

CHECK ONE:

NEW LICENSE APPLICATION ☐

CHANGE OF RESPONSIBLE AGENT FOR EXISTING LICENSE ☐ **LIC. #**_____

DESIGNATED RESPONSIBLE AGENT (COMPLETE EVEN IF OWNER IS DESIGNEE):

NAME: _____

BUSINESS MAILING ADDRESS: _____

PHONE NUMBER: _____

E-MAIL ADDRESS: _____

LICENSEE DECLARATION:

Each licensee of a short-term rental (STR) property shall designate a management company or individual who is available 24 hours per day, 7 days per week to respond as the initial point of contact for the STR property. Licensee understands that a Responsible Agent's failure to respond to official inquiries or complaints in a timely manner may result in a citation, more than one of which within a 12-month period may result in the suspension of the STR license. Licensee is also responsible for ensuring the Responsible Agent understands all applicable STR regulations in Article III of Chapter 110 of the Town of Frisco Municipal Code. A licensee may designate himself/herself as the Responsible Agent.

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Licensee Signature Printed Name Date

RESPONSIBLE AGENT DECLARATION:

The Responsible Agent designated herein agrees to be available 24 hours per day, 7 days per week to respond to and resolve complaints regarding the STR property by phone, text or e-mail; Responsible Agent designee has read and understands the STR ordinance requirements located in Article III of Chapter 110 of the Town of Frisco Municipal Code.

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Responsible Agent Signature Printed Name Date