

For office use only

Tax Map # _____
Date Received _____
Fee Received (Date & check #) _____
Referral to CEO (date) _____
CEO Inspection Date _____

911 Address _____
Zoning District _____
School District _____
CEO approval Date (if applicable) _____
CEO Denial Date (if applicable) _____

VILLAGE OF ATHENS
APPLICATION FOR SHORT TERM RENTAL REGISTRATION

1- Statement of Ownership and Interest

The Applicant(s) _____

Is/are the owners of property located at (Tax Map #) _____

The Applicant(s) Mailing Address is _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address _____

Emergency Contact Name (must be reachable in an emergency) _____

Emergency Contact Phone Numbers - Home Phone _____ Cell Phone _____

911 Address of Short Term Rental Residence _____

Number of Bedrooms _____ Number of Bathrooms _____

Maximum Number of Occupants _____

Number of Parking Spaces _____

2- Site Visit

During Application Review CEO may conduct a Site Visit. If you object please check this box ☐

3 —Declaration

I/We declare that the statements contained herein are true and I/We have not knowingly or willfully given a false statement or false information or omitted information in connection with this application

Signature of Owner(s) _____

Date _____

Fees, effective January 2026:

Resident: \$350/yr.

Non resident: \$550/yr.

A \$100.00/month fee will be assessed each month the registration fee remains unpaid.

Please note, permit applications and registration fees are due by Jan. 31st. Permits are good for one calendar year and must be renewed each year in January.