

## Property Manager Application

Licensing Period: January 1<sup>st</sup> through December 31<sup>st</sup>

Fee:

\$100.00 – Property Manager Permit

### APPLICANT INFORMATION

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Last, First, Middle)

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Room Tax Application Obtained / Filed \_\_\_\_\_

Managing Property Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### CRIMINAL HISTORY

**HAVE YOU EVER** been **arrested and/or convicted** of a felony, misdemeanor, citation, or ordinance violation?

YES  NO

If yes, please list all convictions, arrests, citations below. If more space is needed, use the back of this application:

YEAR	OFFENSE / ARREST / CONVICTION	AGENCY

Do you have any pending charges?

YES  NO

If yes, please list any pending charges:

DATE	OFFENSE / ARREST / CONVICTION	AGENCY

# PROPERTY OWNER INFORMATION

SAME AS APPLICANT

Name \_\_\_\_\_  
(Last, First, Middle)

Date of Birth \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

I state that I authorize the applicant to act as the agent for the property listed on this application. I hereby appoint the Property Manager to act as the agent for the receipt of service of notice of any violation pursuant to Hobart Municipal Code. The Property Manager is authorized by me to allow Village employees, officers and their designees, to enter said property for purposes of inspection and enforcement pursuant to Hobart Municipal Code.

**PROPERTY OWNER Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

# APPLICANT ACKNOWLEDGMENT

I state that I have read the foregoing answers, and the same are true to the best of my knowledge. I understand that any short-term rental license is subject to all provisions of Hobart Municipal Code. I hereby certify that I am the agent for the purposes of accepting service of process in any violation of the Hobart Municipal Code arising out of/or in conjunction with the use of this permit or short-term rental license. I also certify that each short-term rental operating under the short-term rental license complies with the standards, terms and conditions of Hobart Municipal Code.

**Applicant Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

## OFFICE USE ONLY

**Date Filed:** \_\_\_\_\_

### VILLAGE APPROVAL

**Run Criminal History:**  Yes  No  
**Chief of Police:**  Yes  No  
**Administrator:**  Approved  Denied

**Employee Initial:** \_\_\_\_\_

\_\_\_\_\_  
Administrator or Designee Signature

**If Denied, Reason:** \_\_\_\_\_