



INSTRUCTIONS FOR APPLYING FOR A SHORT-TERM RENTAL LICENSE

PURSUANT TO VILLAGE OF EMPIRE ORDINANCE — OF 2024

On July —, 2024 the Village of Empire Council approved Ordinance — —, the Village of Empire Short-Term Rental Ordinance.

Starting on **January 1, 2025**, anyone operating or advertising a Short-Term Rental in the Village of Empire must have a Short-Term Rental License.

The License Registration form can be found on the Village Web Site.

In each subsequent year renewal applications will be accepted for the following year beginning **August 1** and ending **December 31**.

New applications will be accepted at any time.

Licenses run from January 1 to December 31.

The Village of Empire will accept applications for Licenses starting at 10:00 am on **August 1, 2024** at the Empire Village Office, 11518 S. LaCore St. or they can be mailed to the Village of Empire, PO Box 253, Empire, MI 49630-0253.

ITEMS REQUIRED FOR SUBMITTAL OF A STR REGISTRATION

- ◆ A fully filled out and signed Application form.
- ◆ Annual Permit Fee - \$200 payable to the Village of Empire
- ◆ Proof of having operated as a STR before ??? if applying for Grandfather status

There will be a Cap of —

Licenses will be granted on a first come first serve basis with Grandfathered STRs being guaranteed a license. If the CAP is met the others will be put on a waiting list (and the fee returned?).