

ZTRHP ANNUAL PERMIT RENEWAL

ZTRHP-R

City of Madison
Building Inspection Division: Zoning Dept.
Madison Municipal Building, Suite 017
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P.O. Box 2984
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phone: (608) 266-4551
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FOR OFFICE USE ONLY:

ZTRHP _____ - _____

Received Date _____

ZTRHP-R form approval by _____ Date _____

ZTRHP Annual Permit Renewal Form

1. LOCATION: of Tourist Rooming House

Address: _____ Unit #: _____

2. OPERATOR: of Tourist Rooming House

Operator name _____

3. CHANGES

Your initial ZTRHP permit application included, among other items:

- Floor plans of your Tourist Rooming House
- Affidavits for all hosts and cohosts included in your online advertising listings for your TRH

Each year, operator is required to report any changes to this information before renewal permit can be issued.

CHOOSE ONE:

- ☐ **YES**, there have been **CHANGES** to the floor plans and/or affidavit information and/or cohosts listed online since the last time I paid the annual permit fee.

Updated forms showing all changes must accompany this ZTRHP-R form:

1. Go here to find all forms: www.cityofmadison.com/dpced/bi/apply/3441/
2. Select and update only the forms that have changes
3. Save and submit updated forms along with this ZTRHP-R form

- ☐ **NO**, there have been **NO CHANGES** to the floor plans, affidavit information, and/or cohosts since the last time I paid the annual permit fee.

Operator Signature: _____ Date: _____

ZTRHP Permit Number: _____