



Building and Planning Services Department  
 Municipal By-Law Enforcement  
 82 Erie Street, 3<sup>rd</sup> Floor  
 Stratford ON N5A 2M4

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 www.stratford.ca

## Renewal Application to Licence an Accessory Guest Room, Guest Home or Bed & Breakfast

Bed and Breakfast Licencing By-law 231-2009, as amended

*Please complete this form in its entirety.*

Business Name of Accessory Guest Room, Guest Home, or Bed & Breakfast	
Owner Name	
Address & Postal Code	
Phone Number	
Fax Number	
Email Address	

Please list the motor vehicles used and/or stored by permanent residents:

Vehicle Number	License Plate Numbers	Colour, Make and Model

Does the owner reside in the dwelling as their permanent residence?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Name of person residing in dwelling: _____
Does the owner reside in the dwelling during the time guestrooms are rented?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of guest rooms proposed:	

Are there any changes from the previous floor plans submitted?	<input type="checkbox"/> Yes, revised plans attached <input type="checkbox"/> No
Are there any changes from the previous site plan submitted?	<input type="checkbox"/> Yes, revised plans attached <input type="checkbox"/> No
Do you have a swimming pool on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the pool available for guest use?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Please submit the following with your application:**

- Proof of separate liability insurance coverage for the Guest Home or Bed & Breakfast in the amount of a minimum of \$2,000,000.00. *The renewal application will not be accepted or processed without proof of coverage.*
- Revised floor and/or site plans, if appropriate
- Application Fee (Cash, Cheque, Debit or Credit Card)

**I hereby certify the above information to be accurate and true.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Notice of Collection**

The personal information collected on this form is collected by the Corporation of the City of Stratford under the authority of the Municipal Act, 2001, and will be used by Infrastructure and Development Services staff for the purpose of administering the trades licensing program and for administrative purposes and may be made public. Questions about the collection and use of this information may be made to the City Clerk, P.O. Box 818, Stratford, Ontario, N5A 6W1, or by telephone 519-271-0250 ext. 237 during business hours.

