



Neighbor Notification & Liability Insurance Compliance Attestation

Type of Notification (required)

- Initial
- Change in Contact Information

Neighbor Notification Required

Pursuant to Carefree Town Code Section 6-8-5, prior to renting a short-term rental for the first time, the owner or owner's designee is required to notify all single-family residential properties adjacent to and across the street (directly, and diagonally in both directions) from the short-term rental property. In the case of a multi-family residential building, the owner or owner's designee is required to notify all units on the same building floor as the short-term rental unit.

(Note: adjacent shall mean the condition of being near to or close to but not necessarily having a common dividing line. Therefore, two (2) properties which are separated only by a street or alley shall be considered adjacent to one another.)

After providing such notification, the owner or owner's designee shall attest compliance on this form that contains the following information:

- Carefree short-term rental license number;
- Address of each property notified; and
- How the notification was provided - Written Notice (includes notice sent by electronic means), United States Mail, or Hand Delivered).

IMPORTANT:

If your contact information were to change, you are required to provide the notice of the change in writing and include the following information: the short-term rental license number, the physical address of the short-term rental, and the name, address, and twenty-four (24) hour telephone number of the emergency point of contact for the short-term rental. This notice shall occur within fifteen (15) business days.

Short-term Rental Property Address

Carefree License Number

License Name



Attestation

Pursuant to Carefree Town Code Section 6-8-5,

I, _____
(Owner's First and Last Name)

certify that I have obtained all required insurance and have notified the following property owners by the following means:

Property Owner and Address	Notification
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Property Owner/Officer Signature

Date

Phone Number

Email Address