

CITY OF NORFOLK, NEBRASKA
SHORT-TERM RENTAL LICENSE APPLICATION

(City Code Article XVII, Sections 13-371 – 13-375)
Short-Term Rental Annual License/Renewal Fee: \$150

Date: _____

Address of the Short-Term Rental Unit: _____

Applicant Name (print): _____

Address: _____

Email Address: _____ Phone Number: _____

Applicant proof of possession and written documentation from property owner, if not owner

Contact Information for someone who can respond on behalf of the licensee within 45 min.:

Name: _____

Address: _____

Email Address: _____ Phone Number: _____

Applicant provide sufficient information to identify the location and dimension of the short-term rental unit within the dwelling

Applicant acknowledges the reading of the requirements in city code and inspection checklist

Applicant will contact Building Services (402-844-2060) to set an appointment for inspection prior and acknowledges the requirement of a passing inspection prior to issuance of license

Applicant Signature: _____

Office Use Only:

Application Rec'd Date: _____ Passing Inspection Date: _____

License Issued Date: _____ License Expiration Date: _____

Please return form and required documentation to:
Norfolk City Clerk, 309 N. 5th St., Norfolk, NE 68701 (Phone: 402-844-2000)