



Tourist Rooming House Permit- Resident Agent
Pursuant to Village Ordinance Chapter 11

NOTICE: APPLICANT SHALL IMMEDIATELY NOTIFY THE VILLAGE CLERK OF ANY CHANGE IN RESIDENCE OR INFORMATION REGARDING THE RESIDENT AGENT

Local agent is the Contact Person authorized by the Owner of the Rental Property

Qualifications

To qualify as a local agent the person must meeting the following requirements::

1. Be a person residing in or within fifteen (15) miles of the Tourist rooming house and able to respond within 45 minutes of a nuisance complaint.
2. Be authorized to allow Village officers, employees, or agents, to enter the owner's property for purposes of inspection and enforcement of this Article or any other ordinance, statute, rule or regulation the Village may have the authority to enforce.
3. Be authorized to act as owner, or on behalf of the owner, of the Tourist rooming house in all matters related to dealing with renters of the Tourist rooming house.
4. Be authorized to undertake, or cause to be undertaken, any repair or act of maintenance of the Tourist rooming house necessary to comply with any Village ordinance, or any applicable state building regulations.
5. The applicant does not have pending any criminal charge and has not been convicted of a felony or misdemeanor of any offense involving dishonesty, fraud, deceit, robbery, the use or threatened use of force or violence upon the person of another, or sexual immorality under Ch. 944, Wisconsin Statutes, as amended.

Agent Information

Local Agent Name (First, Middle Last):

Local Physical Address:

Mailing Address:

City, State and Zip Code:

Date of Birth:

Age:

Cell Phone Number:

Email Address:

Wisconsin Driver License/ID:

Expiration Date:

Conviction Record

Has the applicant ever been convicted of a felony or misdemeanor of any offense involving dishonesty, fraud, deceit, robbery, the use or threatened use of force or violence upon the person of another, or sexual immorality under Ch. 944, Wisconsin Statutes, as amended?

yes** no

****If yes, give law or ordinance violated, trial court, trial date and penalty imposed.**

The following websites may provide information on your records:

<https://recordcheck.doj.wi.gov/> <https://wcca.wicourts.gov/> <https://www.dmv.us.org>

Date of Conviction	Name of Court	Nature of Offense	Penalty Imposed

Attach additional pages, if necessary.

Does the applicant have any pending criminal charges?

yes** no

****If yes, give date, description and status of charges pending.**

Date	Nature of Offense	Status of Charges Pending

Attach additional pages, if necessary.

Appointment by Property Owner

The undersigned property owner making application for a resident agent for a premise know as _____ in the Village of McFarland, Dane County, Wisconsin hereby appoints _____ as resident agent, to act for me with full authority and control of the premise and of all business relative to Tourist Rooming House Rentals.

Property Owner's Name:

Date:

Signature of Property Owner:

Required Documentation

The following item must accompany this application

A clear photocopy of your Driver License/State ID or other proof of identity

Acceptance by Resident Agent

I, _____, hereby accept this appointment as resident agent for the above rental property and assume full responsibility for the operation of said property and will abide by all of the State of Wisconsin and Village of McFarland rules and regulations.

Signature of Resident Agent:

Date: