



# NOTICE OF LOCAL POINT OF CONTACT FOR SHORT-TERM RENTAL



<b>Property Address</b>	
<b>Property Owner</b>	
<b>Local Point of Contact</b>	

The individual named above is the designated point of contact for all complaints, violations, and emergency situations concerning the registered short-term rental unit. This notice is mandatory for emergency responders and city officials and is provided in strict accordance with the City of Columbia Zoning Ordinance, Section § 4.3.9-E.6.KK(2).

The registered owner of this property has appointed a local point of contact who must be available to the City of Columbia at all times, day or night. Unavailability of the local contact during any critical incident will constitute a breach of compliance, which can lead to the immediate revocation of the short-term rental permit. If the local point of contact receives notification from the City of Columbia regarding any violations of city ordinances or policies—whether by phone or email—they are required to inform the property owner without delay.

The owner must then take swift and decisive action to address and resolve the violation immediately. It is imperative that all parties uphold these responsibilities to ensure ongoing compliance with local regulations and maintain the integrity of the rental unit.



Contact notice to be placed in a viewable area from the entry door.

