



**City of La Crosse**  
**Application for**  
**Short Term Rental of**  
**Property**

License expires each year on July 31\*

Type

- New Application  
 Renewal Application

**Please complete and submit the following information to the La Crosse City Clerk's Office:**

*Incomplete or illegible applications will be returned.*

**Property Owner Information**

Property Owner Name	Date
Mailing Address	
Site Address	
Phone	Email

**Authorized Contact/Operator Information**

Property Manager Name	
Mailing address	
Phone	Email

*Only Complete the following section if authorized contact or operator is different than Property Owner*

**Short Term Rental Address(es) if owning or managing additional properties:**

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**What sites, if any, do you use to advertise and book your short-term rental?**

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## City of La Crosse Application for Short Term Rental of Property

### Additional Items to submit with Application – Required at the time of Submittal:

Please note that short-term rental properties are obligated to obtain a State of Wisconsin Seller's Permit from the Wisconsin Department of Revenue unless their short-term rental property is **only** listed, advertised, and rented through a marketplace provider that will collect, report, and remit sales or use tax on the marketplace seller's behalf.

- La Crosse County Tourist Rooming House License or La Crosse County Bed and Breakfast License issued under Wis. Stat. Sec. 254.64;
- Copy of completed inspection by La Crosse County Health Department;
- Completed application form;
- Application fee; and
- Seller's permit from the Wisconsin Department of Revenue and City of La Crosse room tax application\* **OR**
- Proof and copy of all websites and places where the short-term rental is or will be advertised

*\*Need to submit if property is advertised and booked outside of a marketplace provider website (Airbnb, Expedia, Homeaway, etc.)*

### Additional information for property owners:

- Visit the Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP) [website](#) for additional information about tourist rooming houses (short-term rentals).
  - La Crosse County Health Department is an agent for the WDATCP for licensing and inspecting Tourist Rooming Houses.
- [La Crosse County Health Department License and Inspection Form](#)
- To access information on a Department of Revenue seller's permit, click [here](#).
- To read more about the City's room tax, click [here](#).

**I hereby certify that to the best of my knowledge all required application material is included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.**

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

\_\_\_\_\_  
Date