



**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**

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

Property Manager Name	
Mailing address	
Phone	Email

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

**Zoning information**

Search your short-term rental property on the City of La Crosse [GIS maps](#).

Zoning District (Check one)	Acknowledgement
<input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> R3 <input type="checkbox"/> R4 <input type="checkbox"/> R5 <input type="checkbox"/> Other _____	<p>I acknowledge that certain zoning districts have certain regulations including, but not limited to, number of unrelated persons allowed, parking requirements, and other property related regulations. For more information about the regulations in your zoning district, see <a href="#">here</a>.</p> <p><input type="checkbox"/> I understand.</p>



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**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 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.)*

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**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