



Short-Term/Vacation Rental Neighbor Notification

20 E. 6th Street, 3rd Floor
Tempe, AZ 85281

Phone: (480) 350-2955
Email: license@tempe.gov

Date

Neighbor Name

Neighbor Address

City State Zip

Dear Neighbor,

I hope you are doing well. This letter is to notify you, and all my surrounding neighbors, that I have decided to offer my property as a short-term rental. Short-term renters are individuals who rent a residential property for less than 30 consecutive days. The property is located at:

Street Address City State Zip

I have obtained the required City of Tempe Short-Term Rental

License. City of Tempe Issued STR License No.: _____

Should you encounter any disruptive behavior coming from my property, I encourage you to reach out to me or my emergency contact so that we may resolve the issue.

Here is my emergency contact information:

Primary Contact name: _____ Phone No.: _____

Emergency Contact name: _____ Phone No.: _____

For more information regarding short-term rentals, you may visit the City of Tempe Short-term Rental Website: www.tempe.gov/shorttermrentals.

Best Regards,

Property Owner/Designee