

GUEST REGISTRY

The register shall be kept intact and available for inspection for at least one (1) year. The Owner and/or Property Manager shall submit a copy of the registry quarterly to the Office of the Clerk on the first business day following January 1st, April 1st, July 1st, and October 1st. If no rentals, submit report with zero values reflected.

Guest Name	Guest Contact (Phone Number, Mailing Address, and/or Email)	Arrival Date	Departure Date	Total No.

			Departure	Total No.
Guest Name	Guest Contact (Phone Number, Mailing Address, and/or Email)	Arrival Date	Date	of Guests