



**SINGLE ROOM ACCOMMODATION  
 INSPECTION REPORT**

**SRA20000**

Property Address \_\_\_\_\_ Date of Inspection \_\_\_\_\_

Building Name \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Reason for Inspection \_\_\_\_\_

Contact Person is: Owner  Hotel Operator  Other \_\_\_\_\_

Notice of Designation Posted? Yes  If Yes, is it in a conspicuous location (eg. Lobby)?

Yes  No further action.

No  Have owner/operator relocate notice.

No  If owner/operator does not have copy of the By-law and  
 Notice of Designation, notify SRA staff to resend

The following questions could help determine how the SRA-designated building is actually being used (ie. Accommodation for permanent residents VS transient guests):

# of rooms vacant at time of inspection \_\_\_\_\_

Of the rooms that are occupied, how many are daily or weekly \_\_\_\_\_ monthly \_\_\_\_\_

Daily rental rates: (min) \_\_\_\_\_ (max) \_\_\_\_\_

Weekly rental rates: (min) \_\_\_\_\_ (max) \_\_\_\_\_

Monthly rental rates: (min) \_\_\_\_\_ (max) \_\_\_\_\_

Guests' register or receipt books could also be checked on a random basis to determine actual use of rooms (ie. Accommodation for permanent residents VS transient guests):

Guests Register or receipt books checked? Yes  No

If Yes, for what periods (eg. July 1 to July 15 2004)?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Lodging House Operator's Permit Expiry Date: \_\_\_\_\_

Inspector's Comments: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date Report Made \_\_\_\_\_ Inspector's Name \_\_\_\_\_

