

## ***City of New Berlin Municipal Code Section 250***

### **§ 250-1 Guest registration.**

Every owner, keeper, proprietor or agent of any lodging house, rooming house, motel, hotel, inn or other transient lodging facility shall keep a register wherein all guests, roomers or lodgers shall inscribe their names and permanent address upon procuring lodging, a room or accommodations. The owner, keeper, proprietor or agent shall also inscribe the room number occupied and the date and time of registration and checkout.

### **§ 250-2 Verification of identity.**

Said owner, keeper, proprietor or agent shall request identification of any guest, roomer or lodger paying in cash, at the time of registration. Such identification shall be in a valid and current form showing the person's name, date of birth, and may be, but is not limited to, a driver's license, state-issued picture identification card, or such other form as will reasonably assure that the registrant is, in fact, the person under whose name such lodging room or accommodation is being procured. A photocopy of such identification shall be maintained or the identifying information transposed into the registration record. For any guest, roomer or lodger taking occupancy through a prearranged reservation in the name of a corporation, business, association or any other entity, the owner, keeper or proprietor shall request identification of the specific guest, roomer or lodger at the time of registration as will reasonably assure such person to be the person for whom the lodging, room or accommodations have been procured. Said owner, keeper or proprietor shall verify the credit card signature of each guest, roomer or lodger making payment by way of credit card, with the signature inscribed upon the hotel register.

### **§ 250-3 Misrepresentation prohibited.**

No person may knowingly procure or provide lodging from a rooming house, motel, hotel, inn or other transient lodging facility, or any services therefrom, through misrepresentation or production of false identification, or identification which misrepresents the identity of the person procuring or sharing in such lodging or service. No person may knowingly give, or cause to be given, an incorrect name, address, date of birth, or license plate number to any owner, keeper, proprietor or agent of any establishment required to maintain records under this chapter.

### **§ 250-4 Records relevant to investigation.**

Records required to be maintained in accordance with §§ **250-1**, **250-2** and **250-3** of this chapter, together with vehicle registration information, records of telephone calls and other billing records, when maintained by the establishment in the ordinary course of business, shall be provided to any officer of the City of New Berlin Police Department upon demand and representation that a reasonable suspicion exists that such information is relevant to a then-pending inquiry or investigation. Nothing in this requirement shall be construed as giving any such officer any greater right or license to enter a room or invade privacy than the officer shall otherwise possess.

### **§ 250-5 Retention period for records.**

Records required to be kept in accordance with this chapter shall be retained for one year after the date the last entry is recorded.

### **§ 250-6 Violations and penalties.**

Except as otherwise provided, any person who shall violate any provision of this chapter shall be subject to a penalty as provided in Chapter **1**, General Provisions, § **1-18** of this Code.