

Village of Amityville

Application for Rental Permit

21 Ireland Place, Amityville, NY 11701 Telephone: (631) 691-1909 Fax: (631) 264-7656

Note: The following items must be submitted along with this application form:

- Copy of current property survey
- A Certificate of Occupancy for all existing buildings and improvements.
- Interior floor plans with all rooms clearly labeled and room dimensions provided.
- If property owner's name varies from Village Tax Roll records proof of ownership must be provided.

Stamp Date Received Here

Received by: _____

ADDRESS OF RENTAL PROPERTY _____

Suffolk County Tax Map# 101 - _____ - _____ - _____
Section Block Lot

Property Owner _____ Phone Number _____

Owner's Address _____ Email _____

Do you retain a Property Manager/Management Agency? Yes No Phone Number _____

Contact Name _____ Email _____

TYPE OF RENTAL PERMIT (check one)

Class I Dwellings:

- One-Family # of Bedrooms _____ Two-Family # of Bedrooms _____ Room Rental # of Bedrooms _____

Class II Dwellings:

- Multiple Dwelling # of Apartments _____ Mixed-Use Dwelling # of Apartments _____ Boarding House # of Bedrooms _____

OWNER'S AFFIDAVIT

Be advised that I _____, am the owner of record of the property referenced herein and hereby consent to this application. By this application, I hereby authorize employees or agents of the Incorporated Village of Amityville, in conjunction with this application, to enter and inspect the property when necessary.

Signature _____
(Property Owner)

Sworn before me this _____ day of _____, 20__

(Notary Public)

<i>For Office Use Only</i>			
PERMIT FEE _____	RECEIPT NO. _____		
DATE ISSUED _____	EXPIRATION DATE _____	APPROVED BY _____	TOTAL OCCUPANCY _____

Fees (non-refundable) Class I Dwellings: \$250.00 for the first unit plus \$50.00 for each additional unit.

Class II Dwellings: \$500.00 for the first unit plus \$50.00 for each additional unit

A Late Renewal Charge equal to two times the amount of the applicable permit fee, prorated for the period of time constituting the overpaid period, shall be paid for the renewal of any expired rental permit. The late charge shall be in addition to the basic permit fee.

A Re-Inspection Fee of \$50.00 may be charged if (a) there is no responsible person on site at time of scheduled inspection (b) Failure of a follow up inspection in which previously noted violations were not adequately addressed.

Sample Floor Plan

All floor plans must be neatly drawn with room labels and dimensions.

