

TOWN of FORESTBURGH

APPLICATION FOR A SHORT-TERM RENTAL PERMIT

IMPORTANT - This application does NOT contain all the information you need to know and address as an applicant/manager of a Short-Term Rental Property in the Town of Forestburgh. You are advised to thoroughly review Forestburgh Town Code Chapter 180, which is available online at www.townofforestburghny.com or at the Town Hall.

Address of proposed rental:
Include tax map identifier (SBL)

- First time application -\$500+\$25 application fee.
If approved, permit is valid for 2 years.
-----OR-----
- Renewal application-\$250 fee
If approved, permit is valid for 2 years.
-----OR-----
- Re-Inspection-\$50 fee

ALL OWNERS OR DESIGNATED/ AUTHORIZED AGENTS MUST BE LISTED BELOW AND SIGN THIS APPLICATION. Please include additional sheets as necessary.

Property Owner	Property Owner -OR- Authorized Managing Agent
Mailing Address	Mailing Address
City, State, Zip Code	City, State, Zip Code
() ()	() ()
Phone Option 1 Phone Option 2	Phone Option 1 Phone Option 2
Email Address	Email Address

Contact Person is Property Owner of Owners' Authorized Designee/Managing Agent (Please Circle One)

ALL PORTIONS OF THIS APPLICATION ARE REQUIRED AND MUST BE COMPLETED.

APPLICATIONS THAT FAIL TO PROVIDE SUFFICIENT INFORMATION SHALL BE DECLINED.

By signing this application, I/we attest that I/we:

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1. Have read and comprehended all requirements and standards contained in Town of Forestburgh Code Chapter 180 and agree to fully comply with the same.
2. Have provided proof of registration with the Sullivan County Treasurer's Office with respect to any tax obligations.
3. Agree, as a condition to the issuance of this permit, that said Short-Term Rental shall conform with all laws, ordinances of the Town and the State of New York Uniform Fire and Safety Prevention and Energy Code of the State of New York, and all other applicable laws, codes, and regulations.
4. Authorize the Town Code Enforcement Officer to inspect the property to ensure compliance with all requirements and standards contained within Town and State Law.
5. Confirm the present and ongoing compliance with the Town's Short-Term Rental Standards.
6. Certify that the contact Person (the owner or the owners' designee) shall be responsible and authorized to act on the owners' behalf and shall promptly remedy any violation of the standards outlined in Town Law and shall respond to any correspondence or concern from the Town Code Enforcement Officer promptly; and
7. Attest that none of the owners of the subject property have had a Short-Term Rental Permit revoked within the previous year for any rental properties owned individually or together with others

SUBMIT THIS SIGNED APPLICATION AND APPLICABLE FEE (CHECK PAYABLE TO THE TOWN OF FORESTBURGH OR EXACT CASH AMOUNT, PLEASE) TO CODE ENFORCEMENT OFFICER, TOWN OF FORESTBURGH, 332 KING ROAD, FORESTBURGH, NY 12777.

____ Property Owner or ____ Authorized Agent Date

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OFFICIAL USE ONLY

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 Code Enforcement Officer Signature

 Date

 Tax Map #

 District Code

_____ Adjacent Property Owners have been notified of this application via: _____ postcard -or- _____ email

Application reviewed by _____

_____ Approved _____ Denied*

*Reason for Denial _____

 Code Enforcement Officer's Signature

 Date

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