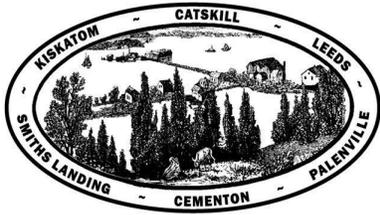


Established 1788
Town of Catskill



CODE ENFORCEMENT OFFICE

Catskill Town Hall
439 Main Street, Catskill, NY 12414

Tel: (518) 943-2141, Option 4

Fax: (518) 943-5251

www.townofcatskillny.gov

Approved _____, 20_____

Permit No. _____

Disapproved _____, 20_____

Permit Fee _____

Expiration _____, 20_____

Tax Map No. _____

Location _____

Signature of Code Enforcement Officer

APPLICATION FOR SHORT TERM RENTAL PERMIT / RENEWAL

Date _____, 20_____

Short-Term Rental Permit expires within calendar year from date of issuance.

The Initial permit shall expire at the end of the three-month quarter which follows the one-year anniversary of the date of the permit becomes effective.

Each successive permit shall expire after one year.

- Short-term rental describes furnished, self-contained apartments/ rooms/ residences that are rented for short periods of time (Less than 30 days)
- You will need two proofs of residency: a copy of your driver's license and a utility bill. A copy of the deed is also required.
- If you are not the property owner, a notarized letter from the property owner giving you permission to rent out rooms on the property for short-term rentals will be needed.
- The Permit fee is \$500 per unit. Please provide a check made payable "Town of Catskill"
- After you have paid for your permit, a code enforcement officer will contact you to schedule a full inspection.
- If you are found operating without a valid permit you will be in violation of the Town code and will have 30 Days to acquire a permit. If at that time you do not obtain one you will receive an appearance ticket for Town Catskill Court, where you will be charged double the amount of the permit fee per unit.
- **Permit fee of \$500/unit for initial permit and \$200/unit for renewal.**

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a Short-Term Rental Permit/Renewal. The applicant agrees to comply with all applicable laws, ordinances, and regulations.

The names, addresses and phone numbers of every person or entity who has an ownership interest in the short-term rental property and the host who shall be available during the entire time the short-term rental property is being occupied. **The host shall be available at all times by telephone while the short-term rental is occupied and within 30 minutes by automobile while the short-term rental is occupied.**

Applicant is: [] Owner [] Business [] Agent [] Host

Name of Owner/Applicant

Signature of Owner/Applicant

Email Address

Address of Owner/ Applicant

Phone Number

Name of Owner 2 (If Applicable)

Signature of Owner

Email Address

Address of Owner

Phone Number

Name of Owner 3 (If Applicable)

Signature of Owner

Email Address

Address of Owner

Phone Number

Name of **HOST**

Signature of **HOST**

Email Address

Address of **HOST**

Phone Number

Are you the property owner? YES ___ NO ___

Do you live in an area with a Home Owners Association? YES ___ NO ___

Is this a single-family home or a multi-unit/ apartment building? _____

For a single-family home:

Will you be renting the entire home or individual rooms? _____

For a multi-unit /apartment building:

How many units/ apartments? _____

How many units /apartments need to be inspected? _____

Size of Units? _____

Do you live on the premises? YES _____ NO _____

PLEASE NOTE: AT THE TIME OF INSPECTION, AN EMERGENCY CONTACT SHEET MUST BE POSTED ON SITE.

BELOW, PLEASE REVIEW CHAPTER 133 OF THE TOWN OF CATSKILL ZONING REGULATIONS FOUND ON OUR WEBSITE, [Town of Catskill, NY Short-Term Rentals \(ecode360.com\)](http://ecode360.com) FOR A FULL LIST OF SPECS FOR INSPECTION.

I (_____) have read Chapter 133 of the Town of Catskill
host/owners full name

Code and agree to comply at all times with said regulations.

Sworn to before me this _____ day of _____ ,

(County Clerk or Notary Public)