

TOWN OF GREENPORT SHORT TERM RENTAL REGISTRATION FORM

TOWN OF GREENPORT SHORT TERM RENTAL APPLICATION

Town of Greenport

600 Town Hall Drive, Hudson, NY 12534

Tel: (518)828-4656 | Fax: (518)828-2350

Email: townclerk@townofgreenport.com

Requirement for Application Submittal

Short term rentals are permitted to operate in the Town of Greenport if done so in accordance to Chapter 48 of the Greenport Town Code.

All applicants must submit:

1. Site Plan Approval
2. Short Term Rental Application Form
3. Proof of Homeowner's Insurance
4. Application fee of \$250.00

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Application Type (check one): New Submission _____ Renewal _____

Applicant information:

1. **Property Owner:** _____
Business Name: _____
Address: _____
Primary Phone #: _____ Secondary Phone #: _____
Email Address: _____

2. **Agent/Local Manager Name (if applicable):** _____
Address: _____
Primary Phone #: _____ Secondary Phone #: _____
Email Address: _____

3. **Short Term Rental Location:** _____

Tax Map Section: _____ Block: _____ Lot: _____

4. **Type of Structure (house/cottage/apartment/etc.):** _____

5. **Property is:** Owner Occupied _____ Non-Owner Occupied _____
(PLEASE CHECK ONLY ONE BOX)

6. **Property is:** Rented in part _____ Rented in whole _____

7. **Hosting Platforms that Short Term Rental is Listed on (i.e., AirBNB, VRBO, HomeAway, etc.):**

8. **Type of Parking (check one):** Street _____ Onsite/driveway/parking lot: _____

9. **Number of parking spaces:** _____

10. **Maximum Occupancy:** _____

11. **Septic System Size:** _____ **Type** _____ **Location** _____

12. **Is anyone involved in the ownership/operation of the property on a sex offenders registry?**
a. **If yes, please list the date of conviction and name of the court where the conviction occurred:**

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STATE OF _____ }

COUNTY OF _____ } SS:

_____ being duly sworn deposes and says that he/she is the applicant above-named. He/she is the _____ of said owner(s), and is duly authorized to perform the said work and to make and file this application; that all statements contained in this application are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

Signature of Owner or Applicant

On this, the _____ day of _____, 20____, before me a notary public, the undersigned officer, personally appeared, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledge that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

NOTARY PUBLIC

[For Office Use Only]

The application, Short Term Rental Registration No. _____ has been [] Approved [] Disapproved

Reason for refusal: _____

Date of Fire Safety Inspection: _____

Signature of Town Clerk

Date