

Department of Public Safety
Division of Rental Permits
Town Hall · 100 Main Street
Huntington, NY 11743-6991



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RENTAL PERMIT RENEWAL

Property Address: _____

Suffolk County Tax Map (see tax bill): **0400** - - -

Type of Rental: (check one)

- | | |
|---|---|
| <input type="checkbox"/> One Family Dwelling | <input type="checkbox"/> Apartment Complex (#Units _____) |
| <input type="checkbox"/> Two Family Dwelling | <input type="checkbox"/> Townhouse |
| <input type="checkbox"/> Multiple Family Dwelling (# Units _____) | <input type="checkbox"/> Condominium |
| | <input type="checkbox"/> Mixed-Use Buildings (#Units _____) |

Other: _____

Property Owner's Name (Individual): _____

Business Name/Corporation Name: _____

Owner's Mailing Address: _____

E-Mail: _____ @ _____ Home Phone: _____

Work Phone: _____ Cell Phone: _____

Please initial each statement after reading and agreeing to terms:

_____ There have been/have not been (please circle) changes made to designated agent or person responsible for property maintenance

_____ There have been/have not been (please circle) changes made to the dwelling such as construction, demolition, or major alterations since my last application.

_____ There have been/have not been (please circle) changes made to the occupancy in the rental unit

If changes have been made to any of the above sections, please indicate: _____

Depending on the change, the Rental Division may require additional paperwork

Pursuant §160-26(D)(2) of the Huntington Town Code, a prerequisite to obtaining a rental permit is to have an inspection of the property conducted by either a Town of Huntington Code Enforcement Officer, a licensed professional engineer, a registered architect, or a New York State Code Enforcement Official, who must sign the enclosed Certification attesting that the property is in compliance with all applicable provisions of the Huntington Town Code, the Suffolk County Sanitary Code, and the New York State Building, Residential and Property Maintenance Codes.

Please make your selection below:

_____ I am cancelling my pre-scheduled appointment and am choosing to submit a Certification from an approved licensed professional. I understand it is my responsibility to call the rental division to cancel this appointment. _____
Initial

_____ I am keeping my scheduled inspection date with a Code Enforcement Official which was issued to be by the Town of Huntington. I understand if I do not show up for my scheduled inspection I may be subject to a rescheduling fee _____
Initial

DECLARATION OF APPLICANT

State of New York)
County of Suffolk)) ss.:

I/We, _____ and _____ certify under penalty of perjury, that I/we am/are the _____ lawful owner(s) or _____ managing agent of the property for which a rental permit is requested, and that:

- (1) The statements made in this application (including statements made in accompanying papers) and all documents submitted with the application (including surveys and plans) are true and accurate to the best of my knowledge and belief; and
- (2) There are no existing safety or health code violations of the Code of the Town of Huntington or of the Building, Residential and Property Maintenance Codes of the State of New York on the property; and
- (3) I do not have any knowledge of any complaints from tenants, neighbors or others concerning the condition or current use of the property; and
- (4) I understand and acknowledge that in no instance shall the filing of this application and payment of fees be construed as to exonerate the owner or managing agent of responsibility for compliance with all applicable local, county, state or federal laws, rules and regulations; and
- (5) I agree to abide by the provisions of Chapter 124 (Housing Standards and Property Maintenance) and Chapter 160 (Registration and Permitting of Property) of the Huntington Town Code and understand that I can request a copy of these provisions, or I can access the Town Website at www.huntingtonny.gov, and link to "Government" on the main menu, then link to the Town Code as provided in that section; and
- (6) I have had a full opportunity to review the application and submissions, and am making these statements and representations with full knowledge that the Town of Huntington is relying on my statements and submissions as a basis for the issuance of a rental property permit.

FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO §210.45 OF THE NEW YORK STATE PENAL LAW

SIGNATURE DATE

SIGNATURE DATE

PRINT NAME

PRINT NAME

Sworn to before me this _____
day of _____, 20 ____

Sworn to before me this _____
day of _____, 20 ____