



APPLICATION FOR RENTAL PERMIT

(Pursuant to Rental Registration Code-Chapter 107)

Office: 631-665-1280

ADDRESS OF RENTAL PROPERTY _____

Suffolk County Tax Map # _____ - _____ - _____
Section Block Lot(s)

Property Owner Name _____ Phone Number _____

Owner's Mailing Address _____ Email: _____

Tenant's Name _____

Tenant's Phone Number _____ Email: _____

The Rental of this premise shall be used only as a one-single family residence in accordance with Village Code 107. ***MULTI FAMILY rentals are NOT permitted*.**

Name of Property Owner (print name) _____

Being duly sworn deposes and says that he/she is the owner of the property: _____
That the premises are equipped with functioning smoke detectors and carbon monoxide alarms in compliance with the New York Uniform Fire Prevention and Building Code.

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

Notary Public

Signature of Property Owner

ONE IS REQUIRED TO ISSUE PERMIT

- INSPECTION BY VILLAGE BUILDING INSPECTOR ☐

OR

- LETTER OF CERTIFICATION ATTACHED (MUST BE PROVIDED BY A LICENSED ARCHITECT/ENGINEER) ☐

For Office Use Only

Date Issued _____ Expiration date _____ Permit # _____

Permit Approved by: _____ \$200 Fee Received _____

Building Inspector Signature

Check # _____



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RENTAL PERMIT – General Procedure

Submit the completed application to the Village of Brightwaters.

Notice to Home Owner:

- 1) Prior to issuance of rental permit, the property owner shall provide written certification from a licensed architect or a licensed professional engineer that states that the rental premises fully complies with all of the provisions of the New York State Uniform Fire Prevention and Building Code.
- 2) If an outside professional is not providing a written certification as described above, an inspection is required by the Village Building Inspector. Please call the Village Office to schedule an inspection date. Inspections cannot be scheduled on weekends or Federal Holidays.
- 3) If your premises fail inspection, the Building Inspector shall provide a written description of those matters which are required to be addressed by the applicant in order for such permit to be issued.
- 4) Permit is not transferable. The record owner of this permit shall provide written notice to the Building Inspector upon transfer of title of premises within 48 hours of any such event.
- 5) Rental without this permit is a violation of Village code Chapter 107 and will result in court summons and subject the property owner to penalties as described in Section 107-19, paragraphs A & B.
- 6) Permit is valid for 3 years from date of issuance except upon transfer of record ownership of the premises.