

Town of Athens  
2 First Street  
Athens, NY 12015

**APPLICATION FOR RENTAL CERTIFICATE**

**If you rent your home for eight days or less a rental certificate is required**

**Contact Information:**

Owner's Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Owner's Street Address \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_

Local 24 hour Contact \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Contact's Street Address \_\_\_\_\_

**Property Information:**

Property Tax Lot # \_\_\_\_\_

Property Street Address \_\_\_\_\_

Property Mailing Address \_\_\_\_\_

Is this a single family home YES \_\_\_ NO \_\_\_ If no, how many family units are there \_\_\_\_\_

Maximum number of overnight occupants \_\_\_\_\_

*Please note that the term bedrooms means only bedrooms not family rooms/dens/lofts/etc.*

How many bedrooms are there in this structure? \_\_\_\_\_ How many bathrooms are in this structure? \_\_\_\_\_

Please list the size on each bedroom

Bedroom #1 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.      Bedroom #5 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.

Bedroom #2 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.      Bedroom #6 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.

Bedroom #3 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.      Bedroom #7 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.

Bedroom #4 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.      Bedroom #8 \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ sq. ft.

**I hereby certify that I am the owner of the property; I have reviewed the Town of Athens Short-Term Rental Law and will comply with same; all information contained herein is correct to the best of my knowledge; and that I will post this certificate and the law in a conspicuous place within the rental unit.**

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**DO NOT WRITE BELOW THIS LINE**

This Property has no outstanding violations \_\_\_\_\_

This property approved for rentals to no more than \_\_\_\_\_ persons day time and \_\_\_\_\_ persons staying overnight.

Certificate approved by \_\_\_\_\_ date \_\_\_\_\_

Fees Paid \$ \_\_\_\_\_ Received by \_\_\_\_\_ Receipt # \_\_\_\_\_

This Rental Certificate is effective for one-year to \_\_\_\_\_