VILLAGE OF WEST HAMPTON DUNES
PROCEDURE FOR OBTAINING SEASONAL RENTAL PERMIT
(As Per Local Law 2 of 2013)

1. Summer Season period begins May 1\textsuperscript{st} and ends November 1\textsuperscript{st} of each calendar year.

2. No more than Five (5) Seasonal Rental Permits may be issued per each property for a Summer Season period.

3. A Rental Application must be filled out and submitted to the Village office for EACH rental.

4. A $150.00 filing fee must accompany first seasonal rental application, $25.00 fee for every seasonal rental application thereafter, (cash or check, made payable to the Village of West Hampton Dunes).

5. Signed garbage removal affidavit (executed by the owner) must accompany the application. Owner/Renters are responsible for garbage collection.

6. Smoke & carbon monoxide detector affidavit (executed by the owner) must be submitted with the application.

7. A copy of the Certificate of Occupancy for the residence must be submitted with the application.

8. A copy of the lease must accompany each rental application submitted.

As per Local Law 2 of 2013, the number of motor vehicles to be parked on the premises between the hours of 1:00 a.m. and 6:00 a.m. shall not exceed (1) one motor vehicle for each conventional bedroom, plus (1) one additional motor vehicle. The premises shall not be used or occupied by more than (2) two persons per conventional bedroom. The agreement and tenancy hereunder may not be sublet or assigned and no shares or units of occupancy may be sold or transferred and any sublet or assignment of the rental or seasonal rental agreement or sale or assignment of units of occupancy is a violation of Local Law #2 of 2013 and will render this seasonal rental agreement as void.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
RENTAL APPLICATION
VILLAGE OF WEST HAMPTON DUNES
Local Law 2 of 2013

Owner Information

Owner(s) of Property: ________________________________________________

Owner(s) address: ________________________________________________

Property address____________________________________________________

Owner Contact Numbers: _____________________________________________

Owner Email Address: ______________________________________________

Number of conventional bedrooms:______________________________

Real Estate Agent Information

Real Estate Agent /Broker Name: ______________________________________

Mailing Address: ___________________________________________________

Contact Numbers: ________________________________________________

Email Address: ___________________________________________________

This Section is for Administrative Use

Submitted:

____ Rental Application-Completed
____ Rental Filing Fee
____ Garbage Removal Agreement/Affidavit
____ Smoke-Carbone Monoxide Detector Affidavit
____ Copy of Certificate of Occupancy
____ Copy of Lease w/tenants contact information

Permit #:_________________________ Date Issued:_________________________
SMOKE & CARBON MONOXIDE
AFFIDAVIT

STATE OF NEW YORK )
COUNTY OF SUFFOLK )

I, ________________________, being duly sworn, depose and say:

I am the owner of the premises located at _________________________
SCTM#: ________________________, which is improved by a single family

dwelling.

That at least one single station smoke detector alarm device & one single
station carbon monoxide detector is installed on or near the ceiling adjacent to
all sleeping spaces in this dwelling and that such device is in good working
order.

That I make this affidavit pursuant to Section 1193.2 of the New York
State Fire Prevention and Building Code.

______________________________________________
Owner

Sworn to before me this _____

day of _____________, 20____

______________________________________________
Notary Public
GARBAGE REMOVAL AGREEMENT

AFFIDAVIT

I, __________________, being duly sworn, depose and say:

I am the owner of the premises located at ____________________________

SCTM#: ___________________, have acquired a permit from the Village

of West Hampton Dunes to rent the above premises for the summer season, and

in accordance with this rental, I personally accept the responsibility for the

collection of garbage at the above location for the duration of the rental.

__________________________
Owner

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

__________________________
Notary Public