



**THE INCORPORATED VILLAGE OF HEMPSTEAD**  
**99 JAMES A. GARNER WAY**  
**P.O BOX 32 HEMPSTEAD, N.Y. 11551-0032**  
**(516) 489-3400 FAX (516) 539-0116**

## RENTAL PERMIT APPLICATION

**NON-REFUNDABLE APPLICATION FEE** \_\_\_\_\_

**APPLICATION NUMBER: 20** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**INITIAL INSPECTION DATE:** \_\_\_\_\_

**RENTAL PROPERTY ADDRESS** \_\_\_\_\_

**SECTION** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **LOT(S)** \_\_\_\_\_

**NUMBER OF RENTAL UNITS** \_\_\_\_\_

**Check The Appropriate Rental Type Property Box**

**Legend:**

Multiple Residence (MR)    NYS approved Condominium (NYSCD)    Bed and Breakfast (B&B)  
 Not-For-Profit Multiple Residence (NFPMR)    Public Housing Authority (PHA)    Single Family Dwelling (SFD)  
 Two Family Dwelling (TFD)    Three Family Dwelling (THFD)    Four Family Dwelling (FFD)

**MR**     **NYSCD**     **B&B**     **NFPMR**     **PHA**     **SFD**     **TFD**

**THFD**     **FFD**     **Other**     **Explain:** \_\_\_\_\_

**Send Renewal Notice and Correspondence to:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**For Office Use Only:**    Inspected by \_\_\_\_\_    Date \_\_\_\_\_    Fee Paid: \$ \_\_\_\_\_    Cash Receipt No. \_\_\_\_\_

Date of Issuance    /    /    Rental Permit No.    Rental Property Renewal    Yes    No    Active Violations    Yes    No

**Owner's Information:**

Name of Owner: \_\_\_\_\_

Address of Owner: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bus. Phone: (    ) \_\_\_\_\_

Emergency Telephone Number of Property Owner: (    ) \_\_\_\_\_

Fax Number of Property Owner: (    ) \_\_\_\_\_

**Managing Agent's Information:**

Name of Property Manager: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Emergency Telephone Number: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

**Name of Realtor, if applicable:**

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Emergency Telephone Number: (    ) \_\_\_\_\_

Fax Number: (    ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



I \_\_\_\_\_, the undersigned applicant swear or affirm, under penalty of perjury, that all information contained in this application is true and accurate. I further swear or affirm, under penalty of perjury, that I am familiar with and shall remain in compliance with all aspects of the Code of the State of New York and the Village of Hempstead (including this Chapter & Section) and that each dwelling unit referenced herein has the required working smoke and carbon monoxide detectors. I understand that offering to file a false instrument with the Village is a criminal act and can be prosecuted under NYS Penal Law §175 et seq.

\_\_\_\_\_

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Nassau County, New York

**Don Ryan, Mayor**

**Joseph Simone,  
Superintendent Buildings**



TO: Village of Hempstead  
Building Department

DATE: \_\_\_\_\_

# AFFIDAVIT

RE: PREMISES \_\_\_\_\_

SEC: \_\_\_\_\_ BLK: \_\_\_\_\_ LOT(S): \_\_\_\_\_

THIS IS TO CERTIFY that I \_\_\_\_\_  
am the owner of the above referenced property, and I hereby certify that  
the property which is the subject of this application is in compliance with the  
laws regulating sanitary, housing and fire safety/prevention of the County  
of Nassau, the State of New York and the Code of the Village of  
Hempstead.

Signed \_\_\_\_\_  
Owner \_\_\_\_\_

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Nassau County, NY

**OFFERING TO FILE A FALSE INSTRUMENT WITH THE VILLAGE IS A CRIMINAL  
ACT AND CAN BE PROSECUTED UNDER NYS PENAL LAW §175 ET. SEQ.**