



VILLAGE OF DELHI

P.O. Box 328 - 9 Court Street
Delhi, New York 13753
(607) 746-2258 · FAX (607) 746-6771

Approved _____
Denied _____

TDD -1-800-662-1220

Non refundable application fee \$25
once every 3 years unless change of ownership
(June 1 – May 31)

Rental Occupancy Permit Registration Form

Per Chapter 228 of the Village Code the following information shall be filed with the Village of Delhi Clerk no less than 30 calendar days prior to occupancy.

Dwelling Identification

Dwelling Address: _____ Tax Map No.: _____

Unit # _____ Copy of CO or CC _____

No. of persons intended to reside in unit: _____ No. of parking spaces per dwelling unit: _____
(Chapter 300-50)

Floor plan – Yes / No

Violations or fines Yes / No

Owner Information

Owners Name: _____ Owners Address: _____

Business address or owner: _____

Telephone No. Daytime: _____ Evening: _____

Managing Agent Identification

Agents Name _____

Agents Address _____

Telephone No. Daytime: _____ Evening: _____

The Managing Agent should reside in Delhi or within a 20 mile radius of Delhi and must be at least 18 years old. The managing Agent will be in control and responsible for the maintenance and operation of such dwelling and shall be designated as the person upon whom process may be served on behalf of the owner. The managing agent shall keep a current record of all the tenants, their names and addresses, who are leasing on the premises.

As Managing Agent, I understand and accept the responsibilities as outlined above.

Signature _____ Date _____

Signature _____, owner Date _____

If the Owner changes, the new information must be filed within 30 days of title transfer.

§228-7 Term of permit; renewal

B (2) A renewal rental occupancy permit application shall contain a signed statement setting forth the following:

- (a) That there are no existing or outstanding violations or fines of any federal, state or county laws, rules or regulations or of any Village of Delhi local laws or ordinances pertaining to the property or any unpaid Village taxes; and
- (b) That there are no changes to any information as provided on the prior valid rental occupancy registration and application.

Signature of owner