



**Town of Gates**  
1605 Buffalo Road  
Rochester, New York 14624  
Ph: (585) 247-6100 Fax: (585) 426-8581

New  Renewal   
Date Received: \_\_\_\_\_

**PROPERTY RENTAL PERMIT APPLICATION**

**1. Property Information:**

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

Vacant  Occupied

**Tenant 1:**

Number of units: \_\_\_\_\_

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

Number of bedrooms: \_\_\_\_\_

Phone#: \_\_\_\_\_

**2. Contacts:**

**Property Owner** (Name listed on the property deed):

**Management Team:**

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

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

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

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

Phone#: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

**\*\*Rental Property Permits must be renewed every three (3) years\*\***

Is this a short-term rental property? Yes \_\_\_\_\_ No \_\_\_\_\_

**Definition -** A property upon which is located a building or buildings or structure or structures which include one or more rental dwelling units, and one or more of the dwelling units is occupied or used by one or more persons other than the owner as a home or residence for a period of less than three months under an arrangement whereby the occupant or occupants thereof pay rent for such occupancy and use. Short-term rental properties include, but are not limited to, vacation rental homes and what are commonly referred to as "bed-and-breakfast" establishments.

**Short-term Rental Property permits must be renewed yearly**

This permit expires **90 days** from the date of issuance. The Applicant or owner agrees to comply with all applicable laws, regulations and conditions expressed on the application. In addition, the owner will allow the Building Inspector (or authorized representative) to enter the premises for any required inspections.

**I, hereby certify that the above information is true and correct. I understand that the application/permit fee is nonrefundable. I understand that failure to comply with regulations may result in revocation of the permit and/or subject to criminal penalties prescribed by law.**

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
DATE

**Tenant 2**

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

Phone#: \_\_\_\_\_

**Tenant 3**

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

Phone#: \_\_\_\_\_

**Tenant 4**

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

Phone#: \_\_\_\_\_

**Tenant 5**

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

Phone#: \_\_\_\_\_