

4 High Street
Saugerties, NY 12477

TOWN OF SAUGERTIES
Department of Safety and Buildings



Tel: (845) 246-2800

Fax: (845) 246-0461

SHORT TERM RENTAL APPLICATION

SBL#: _____

Owner(s) of Property (no LLC's): _____

Owner's Mailing Address: _____

Owner's Number: _____

Owner's Email Address: _____

Address of Short-Term Rental (STR): _____

Of Bedrooms in STR (cannot be more than 5): _____

Of Bathrooms in STR: _____

Of Beds for Guests in STR: _____

How Many Guests Can the STR Sleep (CANNOT BE more than 10): _____

Please read the law, if you are over 5 bedrooms and/or 10 guests you are NOT AN STR.

Emergency Contact for Property: (cannot be owner if owner does not live within 30mins of the property or live in NY)

Name: _____

Address: _____

Phone Number: _____

How Are You Renting the Property (Please Mark What Applies)

Single Family Residence (entire home rented) _____

Attached Apartment within Single Family Home (no bigger than 600sqft) _____

Attached/Detached Area Only (Garage Apt, Cottage, etc.) _____

Does property have a pool/spa (please mark all that pertain & all are permitted):

Above Ground _____

Inground _____

Hot Tub _____

Is the Property on Well/Septic or Municipal Water/Sewer (circle one)

Well report is attached Yes or No

Parking Plan Attached: yes or no

Pictures supplied: yes or no

Copy of valid Homeowner's Insurance provided: yes or no

**Does the property have one of the following heat sources: (circle all that apply)
Woodstove, propane stove, pellet stove, gas stove, kerosene stove, coal stove
- When was it last inspected and cleaned, provide paperwork.**

Where is emergency information located: _____

To the best of my ability, I have filled this form out and provided all items and information that are required by The Town of Saugerties in regard to Local Law #2 of 2022 for short term rentals.

Print name here

Signature of owner

BELOW THIS LINE IS FOR OFFICE USE ONLY

**Date Applied:
Application #:
Fee Paid: \$
Receipt#:
STR Permit #:**

**INSPECTOR:
Approval Date:
DENIED: Yes or No
(reason attached)**