

Date: \_\_\_\_\_  
Rec'd by: \_\_\_\_\_

VILLAGE OF SAUGERTIES  
BUILDING DEPARTMENT  
43 PARTITION ST, SAUGERTIES NY 12477  
PHONE: 845-246-2321 FAX: 845-246-0887  
EMAIL: ESAAD@VILLAGEOFSaugerties.ORG

**LANDLORD REGISTRATION STATEMENT**

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

Owner Occupied: Yes  \_\_\_\_\_% No  Short Term Rental/AKA AirBnB

Name of Owners(s) \_\_\_\_\_

Owner's Physical Address \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (FAX) \_\_\_\_\_

Owner's email address: \_\_\_\_\_

Does the Owner consent to have Violation Notices sent to them by email instead of regular mail? (Check one) Yes  No

**IF YOU DO NOT OCCUPY THE REGISTERED PROPERTY AND RESIDE OUTSIDE OF ULSTER COUNTY, YOU MUST DESIGNATE A MANAGING AGENT AUTHORIZED TO ACCEPT SERVICE OF NOTICES AND LEGAL PROCESS AND WHO RESIDES IN ULSTER COUNTY.**

Name of Agent: \_\_\_\_\_

Agent Physical Address: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (FAX) \_\_\_\_\_

Agent's email address: \_\_\_\_\_

Does the Owner consent to have Violation Notices sent to them by email instead of regular mail? (Check one) Yes  No

**PROPERTY DESCRIPTION:**

Property Type: Residential  Mixed Residential and Commercial  Short Term Rental

**No of Residential Units in the Registered Property:** \_\_\_\_\_

Is the Property Insured for Property Damage and Fire Loss? Yes  No

Is the Property Insured for Liability Losses? Yes  No

Name of Insurance Company: \_\_\_\_\_

Insurance Agent Name: \_\_\_\_\_

Insurance Agent Telephone Number: \_\_\_\_\_

The undersigned owner certifies, under penalty of perjury, that the foregoing information is true and correct.

\_\_\_\_\_  
Owner

Sworn to me this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC/COMMISSIONER OF DEEDS

\_\_\_\_\_  
Commission Expiration Date

**NON-COUNTY RESIDENT OWNERS**

I certify and agree that I am a non-resident property owner, designate the agent herein named to serve as my agent for purposes of managing the property identified herein, and authorize and consent to service of all notices, warnings, communications and legal processes upon the designated agent. The undersigned agent accepts the designation as agent and agrees to serve as the owner's agent for all purposes required by VILLAGE OF SAUGERTIES LOCAL LAW NO. 1 OF 2024.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Agent