TODAY’S DATE: Date

STR NAME: STR Name

OCCUPANCY LIMIT: Occupancy

STR PROPERTY ADDRESS: Property Address

ALL OWNER(s) NAMES, ADDRESS, PHONE NUMBER AND EMAIL: Property Owner(s)

LIST OF ALL FULL-TIME RESIDENTS: Residents

**Required Documentation:**

Owners written authorization for Code Enforcement officer to inspect property.

Owner’s written statement of compliance with all STR standards and covenant to maintain compliance for as long as the property is used as an STR.

Contact information for all persons designated pursuant to section XVI-1(A)(1).

Certificate of authority to collect tax issued by Schuyler County Treasurer.

Certificate of both property and liability coverage for subject property as STR by the insurance carrier.

Inspection Fee $ 120.0 made payable to the Town of Dix.

**Documentation Required IF it has changed since original application:**

Copy of current vesting deed.

Copy of STR contract to be used by the operator.

Copy of approved site plan, stamped as approved by the Planning Board.

Copies of govt. approvals and permits necessary to operate an STR on the subject property.