



TOWN OF AMENIA

BUILDING DEPARTMENT

4988 Route 22, AMENIA, NY 12501

TEL: 845-373-8118 x102 FAX: 845-373-9826

E-MAIL: Building@ameniany.gov WEB: www.AmeniaNY.Gov

REQUEST FOR MUNICIPAL RECORDS SEARCH

*Includes Certificates of Occupancy/Compliance, Open Building Permits, Violations
Street Report and Municipal Water/Sewer*

DATE: _____

I, _____ REQUEST A MUNICIPAL RECORD SEARCH TO BE
COMPLETED ON THE FOLLOWING PROPERTY LOCATED IN THE TOWN OF AMENIA:

LOCATION: GRID #: _____

ADDRESS: _____

OWNER: _____

REQUESTED BY: _____

PHONE NO.: _____

Please check one of the following:

{___} I WILL PICK UP Y/N (please circle)

{___} PLEASE MAIL Y/N (if yes, please **submit self-enclosed stamped envelope for return**)

{___} PLEASE EMAIL Y/N Email _____

FEE FOR SEARCH: (CASH or CHECK payable to THE TOWN OF AMENIA)

FEES ARE NON-REFUNDABLE: {___} RESIDENTIAL FEE: \$220.00

{___} COMMERCIAL FEE: \$300.00

SIGNATURE: _____

FEE PAID\$ _____

DATE _____

RECEIPT NO. _____

Staff Initials: _____