



**Summer Rental Application**  
**Incorporated Village of Westhampton Beach**

[www.westhamptonbeach.org](http://www.westhamptonbeach.org)

165 Mill Road, Westhampton Beach, New York 11978

Phone: (631) 288-3479

Fax: (631) 288-4332

Email: [code.officer@westhamptonbeach.org](mailto:code.officer@westhamptonbeach.org)

Date: \_\_\_\_\_

Section: \_\_\_\_\_ Block: \_\_\_\_\_

Lot: \_\_\_\_\_

**CERTIFICATE OF OCCUPANCY FOR THE DWELLING MUST BE ANNEXED TO THE APPLICATION**

**OWNER INFORMATION**

Property Location: \_\_\_\_\_

Owner(s) of Record [Full Name]: \_\_\_\_\_

Home Phone #: ( ) \_\_\_\_\_ Work Phone #: ( ) \_\_\_\_\_ Cell Phone #( ) \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address of Owner: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

**NOTE: Please be advised that in order for renters to utilize the Village Beach parking lots, the owner must relinquish One (1) car parking pass. (OWNER SIGNATURE) \_\_\_\_\_**

Real Estate Agent/Broker Name: \_\_\_\_\_

Work #: ( ) \_\_\_\_\_ Cell #: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address of Agent: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

**PART III: SUMMER RENTAL DETAILS**

Number of Bedrooms: \_\_\_\_\_ Dates of Lease: From: \_\_\_\_\_ To: \_\_\_\_\_

*The number of motor vehicles permitted to be parked on the premises between the hours of 1:00 a.m. - 6:00 a.m. shall not exceed one (1) motor vehicle for each conventional bedroom, plus one (1) additional motor vehicle.*

Have there been any violations of the Summer Rental Provisions of the Zoning Ordinance during the last rental season?

Yes  No If yes, please explain: \_\_\_\_\_

Filing Fee 30 days or less: \$150.00 \_\_\_\_\_ Over 30 days \$250.00 \_\_\_\_\_

A filing fee of \$150.00 or \$250.00 payable to the Village of Westhampton Beach is required with submission of the Summer Rental Application. Applications will be received by the Building & Zoning Department Monday through Friday from 9:00 a.m. to 4:00 p.m. **In order for applications to be processed for the weekend, they must be submitted before 4:00 p.m. on the prior Thursday.**

**THIS OFFICE WILL NOT ACCEPT INCOMPLETE APPLICATIONS**

**ADMINISTRATIVE USE ONLY**

Application/Receipt # \_\_\_\_\_

Date Received: \_\_\_\_\_

Permit #: \_\_\_\_\_

Date Issued: \_\_\_\_\_



**Summer Rental Tenant Information**  
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**NOTE:** The NAME AND PERMANENT ADDRESS of each adult (18 and over ) who will use the property is required and **MUST BE PRINTED AND LEGIBLE**. APPLICATIONS THAT ARE NOT LEGIBLE WILL NOT BE ACCEPTED. This application will not be accepted for filing unless SIGNED BY OWNER AND EACH ADULT TENANT. Tenants will NOT be issued a beach pass unless their name and signature appear on this application.

1) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

2) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

3) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

4) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

5) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

6) NAME: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ LICENSE PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

The above consent designate the Village Clerk, Village of Westhampton Beach as their agent to accept service of any process relating to the Summer Rental.



**20\_\_\_\_ Summer Rental Garbage Removal**  
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**PART V:                      SUMMER RENTAL GARBAGE REMOVAL**

Property Location: \_\_\_\_\_

Owner/Tenant: \_\_\_\_\_

This letter states that I am applying for a permit from the Village of Westhampton Beach to rent the above property for the SUMMER SEASON OF 20\_\_\_\_, and in accordance with the rental, I personally accept the responsibility for the collection of garbage at the above location for the duration of the rental.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

(Please note that the above form is acceptable instead of a formal contract for garbage collection at Summer rentals).