

Required by the Village of Aurora Short Term Rental (STR) Law

**Application for an STR License for a One or Two Family Dwelling
in operation under current ownership as an STR as of May 15, 2024.**

**(Please confer with the Village Code Enforcement Officer before
completing this form if the STR License is for an accessory dwelling unit)**

Date: _____ Tax Number of property: _____

Street address: _____

NAMES OF ALL OWNERS of the property with addresses, phone numbers and email addresses. This shall include all Natural Persons as well as all members, shareholders, officers, partners, trustees and/or principals if the STR property is owned by a limited liability company, corporation, trust, partnership or other entity. Attach additional sheet if necessary. (STR Law VI.B.3)

Name: _____

Address: _____

Phone: _____ Email: _____

Name: _____

Address: _____

Phone: _____ Email: _____

REQUIRED LOCAL MANAGER (VI.B.4) for emergency contact:

Name: _____

Address: _____

Phone: _____ Email: _____

OPTIONAL DESIGNATED AGENT, agency, or representative empowered to act on behalf of the owner, LLC, partnership or other entity, with signed proof of authority on reverse (VI.B.1).

Name: _____

Address: _____

Phone: _____ Email: _____

NAMES AND ADDRESSES of neighboring property owners (VIII.B):

North - Name: _____ Address: _____

South - Name: _____ Address: _____

East: - Name: _____ Address: _____

West: - Name: _____ Address: _____

ATTACH:

- _____ Registration agreement of Local Manager signed in Village Office, VI.B.4
- _____ Notarized permission from adjacent property owner to use driveway, if applicable, VI.B.5
- _____ Copy of House Rules, VII.B.2 and VI.B.6
- _____ The maximum adult sleeping capacity proposed by the owner(s), specifying how many individuals may be accommodated by each bedroom or sleeping area., VI.B.7
- _____ Number and location of proposed on-site parking spaces to be provided by owner, VI.B.8
- _____ Accurate Floor Plan drawn to scale, VI.B.9
- _____ Proof of operation as an STR by current owner(s) prior to May 15, 2024, VI.B.1

SIGNATURES OF ALL OWNER(S) (VI.B.1): under penalty of perjury, I / we hereby swear or affirm:

- A - the accuracy of all elements of this application, including attached materials,
- B - the present and ongoing compliance with all requirements and standards as defined in Local Law #1 of 2024, and all relevant NYS Uniform Fire Prevention and Building Codes,
- C -and the authority of the Local Manager (required) and designated agent, agency, or representative (optional) to act on behalf of the owner(s), LLC, partnership or other entity.

SIGNATURE: _____

PRINT NAME: _____

SIGNATURE: _____

PRINT NAME: _____

ATTACH ADDITIONAL COPIES of this entire page to accommodate more owners.

ENCLOSE: Application Fee of \$200