



Town of Shelter Island
PO Box 970
Shelter Island, NY 11964

REGISTRY # _____
Tax Map No. # _____
(office use only)

RENTAL LICENSE OR RENTAL REGISTRY FORM (Long Term Rental, Commercial Vacation License Renewal)

Date: _____

Owner: _____

Mailing Address: _____

Telephone: _____ Cell: _____

Email: _____

Rental Street Address: _____

On Island Contact Information (Ex. Caretaker, Neighbor etc.)

Name: _____ Cell: _____

Number of Bedrooms: _____ (Not to exceed the amount shown on the building plans filed in the office of the S.I. Town Building Dept.)

SAFETY INSPECTION REQUIRED FOR PERMIT OR LICENSE

RENTAL REGISTRY

_____ I certify that I will only rent or advertise my residence for 15 days or longer.

COMMERCIAL VACATION RENTAL LICENSE-\$150.00 Fee

_____ Renewing License

**First Time Applying for Vacation Rental License go to link on the [town website](#)*

HOMESTEADERS HARDSHIP EXEMPTION

_____ I certify I will only rent or advertise my primary residence only. Attach proof of STAR Exemption and redacted copy of latest federal tax return

**After you have filled out this form, you may "save" to your computer and email the form to: mdesanctis@shelterislandtown.gov*

Valid for Two Calendar Years (January-December)

Any questions call 631-749-0772