

TOWN OF GREAT VALLEY
SHORT-TERM RENTAL LICENSE APPLICATION

Submit application form via email to: gvcodoffice@gmail.com

Property Address: _____

Tax Map Number: _____ Zoning District: _____

Property Owners(s): _____

Address: _____

Telephone: _____ Email: _____

Property Management Company (if applicable): _____

Responsible Party Name: _____

Cell Phone: _____ Email: _____

24-Hour Contact Information

Name: _____ Cell Phone: _____

Physical Address: _____

Rental Information

Number of Bedrooms: _____

Number of Beds: _____

Number of On-site Parking Spaces: _____

Maximum number of guests/occupants: _____

Do you plan to rent the property unit yourself? (check one) Yes ___ No ___

If you are self-managed, please circle one: VRBO Airbnb Other (please specific: _____)

Provide listing number: _____

Note: Regardless of who rents the unit, the owner is responsible for ensuring that the license number and maximum number of occupants allowed is clearly shown in any ad or listing.

TOWN OF GREAT VALLEY
SHORT-TERM RENTAL LICENSE APPLICATION

Submit application form via email to: gvcodoffice@gmail.com

I (we) hereby agree that the Short-Term Rental Dwelling will have and maintain:

- code compliant egress from all habitable spaces and associated bedrooms
- functioning Smoke and Carbon Monoxide Alarms as required by Uniform Code, serviced annually
- fire extinguisher that is visible, mounted, and inspected annually
- house address numbers clearly visible from the public right-of-way
- egress doors and passageways which are operational and free and clear of obstructions
- electrical systems which are serviceable with no visual defects and free from unsafe conditions
- furnaces, and/or solid fuel burning appliances properly installed and adequately vented
- no existing Zoning or Building Code violations
- refuse/garbage properly disposed of within approved and adequate containers
- adequate Town Code compliant off-street parking for the dwelling unit
- guest access to electrical panels
- posted fire safety and evacuation plans detailing primary and secondary egress, location of fire extinguishers, procedures to follow in the event of an emergency, outside meeting place, and other life safety instructions displayed in a permanent location.

The undersigned represents and agrees as a condition of issuance of this license that the Short-Term Rental will be operated in accordance with the Town Zoning Law, the New York State Uniform Fire Prevention and Building Code, and any plans and specification annexed hereto.

Owner's Signature: _____ Date: _____

Owner's Name (print): _____

Owner's Signature: _____ Date: _____

Owner's Name (print): _____

LICENSE WILL NOT BE ISSUED WITHOUT PROPERTY OWNER(S) SIGNATURE

License Application Approved? YES _____ NO _____

 Code Enforcement Officer Date: _____

License Issued (date)	License Number	Fee