

## *RENTAL APPLICATIONS*

1. *FLOOR PLAN ON BACK OF THE APPLICATION*
2. *PLEASE COMPLETE ALL HIGHLIGHTED AREAS ON APPLICATION*
3. *SIGNATURE MUST BE NOTARIZED*
4. *FEE OF \$100.00 PER RENTAL UNIT IS DUE WITH THE APPLICATION AND THE RENTAL FEE WILL BE DUE EVERY TWO (2) YEARS AFTER THAT - INSPECTIONS ARE DUE AT THE TIME OF THE APPLICATION AND AT EVERY TWO (2) YEAR RENEWAL – MAKE CHECK PAYABLE TO “EVANS TOWN CLERK”*
5. *AS OWNER, YOU WILL BE RESPONSIBLE FOR THE SCHEDULING OF INSPECTIONS – PLEASE HAVE YOUR TENANTS CALL US AT 549-5753 TO ARRANGE AN INSPECTION **NOTE: TENANT MUST ALWAYS BE PRESENT AT TIME OF INSPECTION***
6. *SEND COMPLETED PAPERWORK AND APPLICATION FEE TO:  
TOWN OF EVANS, BUILDING DEPARTMENT, 8787 ERIE ROAD, ANGOLA,  
NEW YORK, 14006*

*If you have any questions or concerns, please call this office at (716)549-5753.*

*Code Enforcement Office*

Town of Evans  
Erie County, New York  
APPLICATION FOR REGISTERING  
OF RENTAL PREMISES

Number:  
Date:  
Application Fee: \$100.00  
Rental Term: 2 Year (s)

THIS APPLICATION MUST BE FILLED OUT IN ENTIRETY  
INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

1. Owner

Name:  
Address:  
  
Phone:

2. Rental Property

Address:  
  
SBL #  
Apartment # (if applicable)

3. Property is located on North:      South:      East:      West:      Side of Street

4. Nearest Cross Street:  
Distance from cross street:

5. Number of persons to be accommodated:

6. This property is going to be: a year round rental \_\_\_\_\_ a weekly rental \_\_\_\_\_

NOTE: Fill in a floor plan on the reverse side of application

**AFFIDAVIT**

I swear that the statements contained in this application, together with the plans and specifications submitted are true and complete. I will comply with all provisions of the STANDARDS FOR UNOCCUPIED OR RENTAL PREMISES, and all other laws pertaining to the requirements shall be complied with, whether specified or not, and I hereby authorize inspection of premises.

SIGNATURE \_\_\_\_\_  
Owner or Authorized Agent

Town of Evans  
County of Erie  
State of New York

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**RENTAL PERMITS ARE NON TRANSFERABLE**

## REQUIREMENTS FOR ALL RENTAL UNITS

Smoke detectors on or near the ceiling in all sleeping areas, common areas outside of sleeping areas (hallways) and on each level of dwelling (including basement)

Carbon monoxide detectors are required on every level with a CO source and one within 15' of all bedrooms

Handrails on at one side of a staircase

Pressure relief valve drain pipe on hot water tanks and on all boilers to within 6" of the floor

Metal exhaust pipe on clothes dryer vent

Apartment numbers on all doors and house numbers on the front of the building

General housekeeping and yard maintenance

No broken windows

No exposed electrical wiring or missing cover plates

Outlets at the kitchen countertop must be GFI protected

GFI outlets installed for all outlets in the bathroom

Kitchen and bathroom floor must be maintained in good condition and covered with water resistant covering (no carpeting)

All plumbing fixtures in the kitchen and bathroom must be in working condition and drains must not be leaking