



VILLAGE OF ISLANDIA
1100 OLD NICHOLS ROAD
ISLANDIA, NY 11749
Telephone 631-348-1133
Fax 631-348-7650



RENTAL APPLICATION INSTRUCTIONS

The homeowner shall complete the entire Rental Permit Application. If any information is omitted from the application, your permit will be returned to you.

The application shall be returned to the Village of Islandia in its entirety with the following documents:

- ❖ NOTARIZED PERMIT APPLICATION
- ❖ COPY OF THE RENTAL LEASE OR RENTAL AGREEMENT
 - ❖ COPY OF HOMEOWNERS INSURANCE POLICY
- ❖ CHECK OR MONEY ORDER FOR \$1000.00 TO SECURE 1 YEAR PERMIT FOR A SINGLE FAMILY HOME AND MULTI-FAMILY HOME. \$250.00 TO SECURE 1 YEAR PERMIT FOR A CONDO/TOWNHOME, MADE OUT TO THE VILLAGE OF ISLANDIA.

At no time prior to the permit being issued shall the home be occupied by a tenant until such rental permit has been obtained. You will be in violation of Rental Property Local Laws.



WWW.NEWVILLAGEOFISLANDIA.COM