



## Village of Colonie

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**Building  
Department**

### **RESIDENTIAL OCCUPANCY PERMIT AFFIDAVIT**

This form should be completed if the property at hand is not a rental property.

I, \_\_\_\_\_, certify that I am the legal owner of the property located at \_\_\_\_\_ in the Village of Colonie.

I meet the exemption to the Residential Occupancy Permit because the property is:

\_\_\_\_\_ This is not a rental property.

\_\_\_\_\_ A single family property, my primary residence and I live there.

\_\_\_\_\_ A single family property and only family members reside there.

\_\_\_\_\_ A multi-family property and I reside in Unit \_\_\_\_\_ (only this unit is exempt).

\_\_\_\_\_ A multi-family property and only family members reside in Unit \_\_\_\_\_ (only this unit is exempt):

I understand that if any of the above circumstances change it is my responsibility to register the units as rentals, and they will then be subject to inspection and certification.

This affidavit has been completed by me and the information herein is correct to the best of my knowledge.

\_\_\_\_\_  
Signature

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ before came \_\_\_\_\_, to me known to be the person described in and to have executed the foregoing instrument.

\_\_\_\_\_  
Notary Public or Commissioner of Deeds