



Delaware County Treasurer's Office
111 Main Street
PO Box 431
Delhi, NY 13753
607-832-5070 • Fax 607-832-6013

OFFICE USE ONLY
Certificate ID:
Date:

Certificate of Registration

Application for Certificate of Authority to Collect Occupancy Tax

PLEASE ANSWER ALL QUESTIONS (PRINT OR TYPE)

1. Business Name: _____ Number of Rental Rooms: _____

2. Contact Person: _____ Phone: _____

3. Mailing Address: _____

4. 911 Address: _____ Tax Map ID: _____

5. NYS Sales Tax ID: _____ Fed Tax ID/Social Security No: _____

6. Establishment Type: B&B Boarding House Bungalow Club Cottage Colony
 Dude Ranch Guest House Hostel Hotel Inn
 Motel Rooming House Ski Lodge Tourist Cabin Other _____

7. Type of Ownership: Individual Partnership Corporation

8. List Names & Addresses of Owner(s): (Individual, Partners, or Principal Officers if Corporation)

9. Absentee Landlord's Agent: (If Applicable) Name: _____ Phone: _____

Address: _____

10. Period of Business Operation Per Year: Year-Round Seasonal (If Seasonal Mark Applicable Months Below)

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Property Is Rented: Daily Weekly Bi-Weekly Monthly Yearly

(Mark All That Apply)

11. Date Business Commenced in Delaware County: _____

12. If Business Acquired From Previous Owner, List Name Under Which it was Operated: _____

I hereby certify by my electronic signature via e-mail, or by my manual signature via regular mail, that the statements made herein have been examined by me and are, to the best of my knowledge and belief, true and complete.

Date: _____ Signature: _____

Title: _____

As per Local Law 15 of 2015 of the County of Delaware, within three (3) days after commencement of business, every operator should have filed with the County Treasurer a Certificate of Registration in a form prescribed by her. The Treasurer shall promptly thereafter issue without charge to each hotel operator a Certificate of Authority empowering such operator to collect the tax from occupants. Such certificates shall be non-assignable and nontransferable and shall be surrendered immediately to the County Treasurers upon the cessation of business or upon its sale or transfer. Any hotel operator willfully failing to file a Certificate of Registration or Certificate of Authority shall be liable to the penalties provided by law.