

## TOWN OF WARWICK

### SHORT TERM RENTAL REGISTRATION REQUIREMENTS/CHECKLIST

**\*A short term rental permit shall not be transferred or assigned to any person or used by any other person other than the permittee to whom it was issued.**

**Registration for short term rentals shall provide all requirements set forth:**

- Proof of a valid certificate of occupancy for the short term rental property or submit letter stating original dwelling built prior to 1973.**
- Proof of septic system in compliance with Town Code section 100-9 (B).  
\*NO PROPERTY EQUIPPED WITH A CESSPOOL MAY BE USED FOR A SHORT TERM RENTAL.**
- Copy of liability insurance no less than \$1,000,000.00 with rental endorsement shown on policy.**
- Floor plans indicating bedroom locations and emergency exit locations.**
- Number of bedrooms in the short term rental.**
- Number of bathrooms in the short term rental.**
- Number of emergency exits of the short term rental.**
- Fire prevention systems locations in the short term rental.**
- Indication of overnight and day time occupants.**
- Provide list of all means of advertising which the rental property is listed for rent.**

**Short term rental property must be cleared of any past and or current violations. All short term rental units must undergo & pass a rental inspection previous to property being approved for short term rental permit.**

**A tenant in possession pursuant to short term rental is prohibited from subleasing or otherwise licensing the use or occupancy of any portion thereof.**

**A permit for a short term rental shall expire one year after the date of issuance, unless sooner revoked.**

- VIOLATIONS OF THIS CHAPTER WILL CONSTITUTE MUNICIPAL INFRACTIONS AND WILL BE SUBJECT TO ALL APPLICABLE PENALTIES AS FURTHER SET FORTH IN CHAPTER 129 ARTICLE 1.**