



# CITY OF SYRACUSE – RENTAL REGISTRY

Please return this affidavit to:  
Division of Code Enforcement  
201 E. Washington Street, City Hall Commons  
Syracuse, New York, 13202

## AFFIDAVIT

### Unoccupied For Sale Exemption

I, \_\_\_\_\_, being duly sworn, under penalty of perjury, depose and state:

I am the owner of the property located at \_\_\_\_\_, within the  
(street number and street)  
City of Syracuse, but it is not my residence. My home address is \_\_\_\_\_  
(street number and street)  
located in \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, within the county of  
(city) (state) (zip)  
\_\_\_\_\_  
(county)

My personal contact information is as follows:

Mailing address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Alternate Phone Number: \_\_\_\_\_

#### Please Initial the Following:

\_\_\_\_\_ I state under oath that the property listed above is unoccupied by any individual, or individuals, and “For Sale” as stated below.

\_\_\_\_\_ I state under oath that the property listed above is categorized as “For Sale” because:  
(check only one)

- There is intent to sell the property
- The property is listed and/or is on the market
- There is an offer on the property and the parties are in negotiations
- The parties have come to terms and are drafting a contract of sale
- The parties are in closing for the property

\_\_\_\_\_ I state under oath that if this property becomes occupied by an individual, or individuals, I understand that I will have to apply for a rental registry certificate through the Division of Code Enforcement for the City of Syracuse or face monetary penalties and possible legal action.



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**Furthermore, I state under oath that by signing below, all the aforementioned statements in this Affidavit are true, and I understand that according to New York State Law it is perjury to make false statements to a municipality.**

**PLEASE NOTE - New York State Penal Law §210.45:** It is a Class A Misdemeanor for a person to knowingly offer a false instrument for filing, knowing that a written instrument contains a false statement or false information, and representing said instrument to a public office or public servant with the knowledge or belief that it will be filed with, registered or recorded in or otherwise become a part of the records of such public office or public servant.

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public