

**IF THIS LETTER IS RECEIVED BY A TENANT, OR PERSON OTHER THAN
THE OWNER OF THE PROPERTY TO WHICH IT IS ADDRESSED, PLEASE
FORWARD TO PROPERTY OWNER**

December 17, 2008

Re: Registration of Rental Units

Dear Homeowner:

Pursuant to Chapter 186 of the Village Code of the Village of West Haverstraw, all "Landlords" of rental property located in the Village of West Haverstraw are required to register such property with the Village. The term "Landlord" includes "all property owners or their designated agents who offer a housing unit for occupancy to persons other than members of his immediate family in exchange for a fee or compensation, whether monetary or otherwise." A copy of Chapter 186 appears on line on the Village Website which may be accessed at www.westhaverstraw.org, or may be obtained from the Village Hall.

The purpose of the referenced registration law is to provide the Village with information necessary to allow it to contact, when necessary, the owners or other persons responsible for the condition of real property located within the Village. As a property owner, you can appreciate that the condition of properties adjacent, or in close proximity, to yours affects not only the value of your home, but the quality of your life as well.

At the present time, the only contact information the Village has for many of the rental properties located within the Village is the property address itself. As such, we must rely upon the occupants -- your tenants -- to forward all notices and other important communications to you. Regrettably, often times that does not occur, resulting in property owners being summoned to court, most of whom then protest that they did not receive the notice. That claim, whether true or not, does the property owner little good, *as the owner is always responsible for the condition of his or her property*, making him or her subject to a fine of up to \$1,000.00 per week for however so long the violation remains unabated. Hopefully, compliance with the enclosed registration law will reduce / eliminate any notice issue. At your request, the Village will also inspect the premises to determine compliance with the Building and Zoning Code in order to avoid future problems.

Pursuant to Village law, the enclosed registration form must be completed and returned to the Village within thirty (30) days, together with your check in the sum of \$25.00 *per rental unit* made payable to the "Village of West Haverstraw". The penalty for a failure to register is a fine of up to \$1,000.00. Thank you, in advance, for your anticipated cooperation.

Very truly yours,

John F. Ramundo, Jr.
Mayor