



Village of Briarcliff Manor– New York
Department of Finance
Village Hall
1111 Pleasantville Rd, Briarcliff Manor, NY 10510
Phone: 914-944-2787 Email: treasurer@briarcliffmanor.gov

**APPLICATION FOR CERTIFICATE OF AUTHORITY
TO COLLECT HOTEL AND MOTEL OCCUPANCY TAX**

ALL QUESTIONS MUST BE ANSWERED (Please type or print)

Federal ID or Social Security # _____

1. Business Name: _____ Telephone: _____
2. Owner's Name: _____ Operator's Name: _____
3. Business Address: _____
E-mail address: _____
4. Hotel Name (if different than above): _____ Telephone: _____
5. Hotel Address (if different than above): _____
6. **List below name and home address of ALL individuals, partners, or principal officers (if corporation)**

NAME	HOME ADDRESS	TITLE	PHONE NO.
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7. Number of Rooms: _____ 8. Date business started in Village of Briarcliff: _____

8. Date business started in Village of Briarcliff: _____

9. If acquired from former owner, date business purchased: _____

Name of former owner: _____

10. Type of Establishment: Hotel Motel Bed & Breakfast Other: _____

11. Type of Ownership: Individual Partnership Corporation Other:

12. Type of Business: Year-Round Seasonal (operates 6 months or less per year)

13. Do you operate any other establishments yes no

in Briarcliff Manor:

If yes, list names and

Date: _____, 2_____

Signature: _____

Printed Name: _____

Title: _____

PENALTIES: Any owner who willfully fails to file a registration form shall be liable to the penalties provided by law.