

Permit Number: \_\_\_\_\_ Application Received on: \_\_\_\_\_

Receipt Number: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Check Number: \_\_\_\_\_  
(for office use only)



## INC. VILLAGE OF OLD WESTBURY 2023 APPLICATION FOR LANDSCAPING PERMIT



All licenses and permit stickers issued shall expire on the last day of December in the year in which they have been issued (Village Code Section 128).

### **THIS APPLICATION MUST INCLUDE THE FOLLOWING:**

Please note that the application, paperwork and payment must be submitted together.

Please do not submit incomplete applications, **as they will not be accepted.**

- Copy of NYS Driver's License of the principle owner only
- Copy of vehicle registration(s) for all vehicles (trucks, pick-up's) **and trailers** (Registrations that will expire within a month of the day you drop off the paperwork will require proof of renewal, a 10 day registration will be accepted)
- Certificate of Workers' Compensation Insurance or Exemption Certificate (NYS Form C105.2, U-26 or Form CE-200), naming "**Village of Old Westbury**" as additional insured
- Certificate of General Liability Insurance, naming "**Village of Old Westbury**" as additional insured – Do NOT fax the paperwork in, as it will not be held for you. You must submit it with the rest of the application.
- Current Nassau County Department of Consumer Affairs License
- Required Fees (see below) – Application fees are **non-refundable**
- Signature and notarization (page 2)

Company Name: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Business Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

**DECAL FEES:** Decals are mandatory for **all** vehicles and trailers and cost \$5.00 each.

How many vehicles AND trailers are being applied for? \_\_\_\_\_ x \$5.00 = \$ \_\_\_\_\_

### **APPLICATION FEES:**

**BEFORE MARCH 1<sup>ST</sup>:** \$150.00

**AFTER MARCH 1<sup>ST</sup>:** \$200.00

**Cash or check only** – checks are to be made payable to "**Village of Old Westbury**"

Total number of vehicles and trailers \_\_\_\_\_ x \$5.00 + Application Fee = Total \$ \_\_\_\_\_

State of New York  
County of Nassau

I, \_\_\_\_\_, hereby state that I have read Chapter 128 of the Village Code entitled "Landscaping" and understand that the business to be licensed is required to comply with the same. I further certify that this business is in compliance with all Federal, State, County and Village laws, rules and regulations. **I fully understand that no debris shall be disbursed in the streets of the Incorporated Village of Old Westbury. All debris shall be gathered, collected and removed by the business to be licensed. I understand that no pesticides will be applied within the Village without the proper New York State license. I certify that I understand the paid fees are non-refundable. I further certify that all vehicles and trailers will be parked in accordance with the laws, rules and regulations of the Incorporated Village of Old Westbury. I certify that I understand the hours of operation are Monday through Friday 8AM to 5PM, Saturday 9AM to 5PM and that this license does not cover tree removals, which are licensed under separate cover. Any non-compliance with Chapter 128-9 of the Village Code may subject this license to SUSPENSION or REVOCATION.**

\_\_\_\_\_  
Principle Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary's official signature

Sworn to me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

For office use only, do not write below this line

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**VILLAGE APPROVAL**

\_\_\_\_\_  
Fara A. Gaertner, Village Administrator

\_\_\_\_\_  
Date