

LANDLORD REGISTRATION – BOROUGH OF PINE BEACH

ONE- AND TWO-UNIT DWELLING REGISTRATION FORM N.J.A.C. 55:29-1.2 THRU 55:29-2.2

THIS FORM IS TO BE FILED WITH THE MUNICIPAL CLERK AND DISTRIBUTED TO TENANTS

BUILDING ADDRESS: _____ BLOCK _____ LOT _____

Landlord Registration must be filed with the Municipal Clerk and a copy distributed to tenants by owners of non-owner occupied one- and two-unit dwellings annually along with proof of insurance according to NJ state law P.L. 2022, c. 92.

1. The names and addresses of all record owners of the building or of the rental business (including all general partners in the case of a partnership) are:

2. If the record owner is a corporation, the names and addresses of the registered agent and of the corporate officers are:

☐ Record Owner is not a corporation.

3. If the address of any record owner is not located in the county in which the dwelling is located, the name and address of a person who resides in the county and is authorized to accept notices from a tenant, to issue receipts for those notices and to accept service of process on behalf of the out-of-county record owners(s) are:

4. The name and address of the Managing Agent:

☐ There is no Managing Agent.

5. The name and address (including dwelling unit, apartment or room number) of the Superintendent, Janitor, Custodian or other person employed to provide regular maintenance service are:

☐ There is no Superintend., Janitor, Custodian or other person employed to provide regular maintenance service.

6. The name, address and telephone number of an individual representative or the record owner of Managing Agent who may be reached or contacted at any time in the event of any emergency affecting the dwelling or any dwelling unit, including such emergencies as the failure of any essential service of system, and who has authority to make repairs, are:

7. Email for the individual representative or the record owner:

8. Name and addresses of all holders of recorded mortgages on the property:

9. If fuel oil is used to heat the building and the landlord furnishes the heat, the name and address of the fuel oil dealer servicing the building and the grade of fuel oil used are:

☐ The building is not heated by Fuel Oil ☐ The building is heated by Fuel Oil, but the landlord does not furnish heat.

10. Lead-Safe Certificate (Only applicable for dwellings built before 1978) - If the property has a Lead-Free Certificate a copy must be attached unless one has previously been submitted.

☐ Lead-Safe Certificate attached; Expiration Date of Current Lead-Safe Certificate: _____

☐ Lead-Free Certificate attached.

Signature of Owner, Landlord or Authorized Representative

Date _____