

Plumsted Township – Rental Office

121 Evergreen Road
New Egypt, NJ 08533
609-758-2241 X 105
dkaiser@plumsted.org

Landlord Registration Statement

Address of Premises Rented _____
Block _____ Lot _____ Single Family _____ Two-Dwelling Unit _____

1. Name, address, phone number of the Record owner of premises (include partners/corporate officers).

Name _____ Phone # _____
Address _____ Emergency # _____
Email Address _____

2. Name and address of the managing agent of the premises and/or any superintendent, janitor, custodian or other individual employed by the record owner to provide maintenance services.

_____ Phone # _____

3. Name, address and phone number of an individual representative of the record owner who may be reached or contacted at any time in the event of an emergency affecting the premises and who has the authority to make emergency decisions concerning the building and any repair thereto or expenditure in connection therewith and shall, at all times, have access to a current list of building tenants that shall be made available to emergency personnel as required in the event of an emergency.

_____ Phone # _____

4. Name and address of every holder of a recorded mortgage on the premises.

_____ Phone # _____
_____ Phone # _____

5. Fuel Oil. If fuel oil is used to heat the building/premises and the landlord furnishes the heat in the building, the name and address of the fuel oil dealer and grade servicing the building.

_____ Phone # _____

I Certify that the foregoing information provided by me is true and correct. I am aware that if any of the fore going information is willfully false, I may be subject to punishment.

Name of Record Owner (Please Print)

Signature of Record Owner

Date

Pursuant to the terms of NJSA 46:8-26 et seq. at the time of filing a Certificate of Registration, the landlord shall provide each occupant or tenant in the premises with a copy of the Annual Rental Certificate of Registration. A copy of this information is also on file with the Plumsted Township Rental Office. After any change in the information required to be included, every landlord shall file an amended Certificate of Registration within 20 days of the change. Upon filing of an amendment to a Certificate of Registration, the landlord shall provide each occupant or tenant in the premises with a copy of amended Certificate of Registration within 7 days of filing. Each rental unit shall be inspected upon each change in tenancy or occupancy or, where there is no change, at least every 2 years. No tenant shall occupy a rental unit where a Continued Certificate of Occupancy (CCO) has not been issued from the Plumsted Township Housing Officer.

Filed with Plumsted Township Clerk on:

_____ day of _____ 20 _____

Jennifer Witham, Municipal Clerk or
Nadene Cicero, Deputy Municipal Clerk