

## Plumsted Township Rental Unit Inspection Application

In accordance with the Plumsted Township Ordinance 2023-12, a rental inspection must take place every initial occupancy and/or every 2 years thereafter. One application per unit. There is a \$150 per fee per unit. Rental inspections are done on **Mondays between 4-6pm**. Please call at least 2 weeks in advance to schedule a rental inspection at 609-758-2241 X105.

RENTAL PROPERTY ADDRESS \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_ Record Owner/Agent/Manager Name \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

Type of Inspection: Initial \_\_\_\_\_ Renewal \_\_\_\_\_ New Tenant \_\_\_\_\_

Tenant Information: Date Occupied \_\_\_\_\_ Phone/Cell # \_\_\_\_\_

Name \_\_\_\_\_

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### Office Use Only

\_\_\_\_\_ 1. Landlord Registration Statement. Completed and signed by the Municipal Clerk. (Every 2 years regardless of tenant change)

\_\_\_\_\_ 2. \*Water Analysis Certification. Valid for 5 years unless change of tenant occurs at 2 year  
(Date of last registration date. \*NOT NECESSARY FOR CITY WATER\* \_\_\_\_\_ City Water  
Certificate)

\_\_\_\_\_ 3. Heater Certification. Valid for 30 days after signed & sealed by Licensed Contractor. \*THIS  
IS NOT NECESSARY FOR ALL ELECTRIC HEAT\* \_\_\_\_\_ Electric Heat

\_\_\_\_\_ 4. Completed Rental Unit Inspection Application.

\_\_\_\_\_ 5. Inspection fee \$150 per unit. Paid by Check # \_\_\_\_\_ or Cash \_\_\_\_\_

\_\_\_\_\_ 6. Taxes Paid to date (check with Tax office)

\_\_\_\_\_ 7. In accordance with N.J.S.A. 4:19-1 and Plumsted Ordinance 4-4; ALL DOGS MUST BE  
LICENSED EVERY YEAR. I have informed my tenants of this ordinance. Initial here: \_\_\_\_\_

Date of Inspection \_\_\_\_\_ Failed \_\_\_\_\_ Passed \_\_\_\_\_

**\*Failed inspections must be abated within 30 days. A \$50 Reinspection fee per Unit must be paid before you call to schedule reinspection.**

Reinspection Date \_\_\_\_\_ Failed \_\_\_\_\_ Passed \_\_\_\_\_

Inspectors Signature of Approval \_\_\_\_\_ Date \_\_\_\_\_