

LANDLORD REGISTRATION CERTIFICATE
Pursuant to N.J.S.A. 46:8-26 et seq.

City of Long Branch, County of Monmouth, State of New Jersey

To: Municipal Clerk of the City of Long Branch
344 Broadway
Long Branch, New Jersey 07740

Pursuant to the New Jersey Landlord Act, N.J.S.A. 46:8-26 et seq., I hereby file the following "Registration Statement of Landord" with your office for the property located at _____, in the City of Long Branch and County of Monmouth.

1. Name and address of owner of property:

2. Name and address of owner of rental business:

3. If record owner of property is a corporation:

a. Name and address of registered agent of the corporation:

b. Name and address of officers of corporation:

4. Name of person located in the county in which the property is located who is authorized by the owner of the property to accept and sign a receipt for notices from tenants and to issue receipt therefore and to accept service of process:

5. Name and address of managing agent (if any):

6. Name and address (including apartment number) of maintenance employee (if any):

7. Name, address and telephone number of an individual representative of the owner or managing agent who may be contacted in the event of an emergency having authority to make emergency decisions, who will be available 24 hours per day:

8. Name and address of all holders of recorded mortgages:

9. Name and address of fuel oil dealer servicing building and fuel oil grade, if applicable:

By: _____
Name of Landlord – Printed Name

Name of Landlord – Signature

Date

Notes:

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 Certificate of Registration.

After any change in the information required to be included, every landlord shall file an amended Certificate of Registration within twenty (20) days of the change.

Upon the filing of an amendment to a Certificate of Registration, the landlord shall provide each occupant or tenant in the premises with a copy of the amended Certificate of Registration within seven (7) days of filing.

The landlord registration requirement applies to all rental premises or units used for dwelling purposes except owner-occupied premises with not more than two rental units.

Filing with the Municipal Clerk – for one or two family non-owner occupied rental dwelling units.

Filing with the Bureau of Housing Inspection – dwellings with more than two rental units.