

Borough of Jamesburg Rental Unit – Registration Form

A separate registration form must be completed for each unit, even where there is more than (1) one rental unit contained within the same building

1. Name of record owner: _____

2. Address of record owner: _____

Telephone Number: Day (____) _____ Evening (____) _____

Owners Driver's License Number _____ State Issued _____

Email address: _____

3. Address of rental unit: _____

_____ Block _____ Lot _____ Qual _____

** In the case of a partnership, the names and addresses of all general partners shall be provided, together with the telephone numbers for each of such individuals indicating where such individual may be reached both during the day and evening hours. If the record owner is a corporation, the names & addresses of the registered agent and corporate officers of said corporation together with the telephone numbers for each of such individuals may be reached both during the day and evening hours shall be provided.

4. If record owner (see No. 3) above is not located in Middlesex County, provide the name and address of a person **who resides in Middlesex County** who is authorized to act on behalf of the record owner:

Name _____

Address: _____

Telephone No: Day (____) _____ Night (____) _____

Driver's License Number _____ State Issued _____

Email address: _____

5. Name of agent of rental unit, if applicable: _____

Address of agent, if applicable: _____

Telephone No: Day (____) _____ Night (____) _____

Email address: _____

6. Name of superintendent, janitor, custodian or other individual employed by owner or agent to provide regular maintenance service, if applicable:

Name _____ Address: _____

Telephone No: Day _____ Night _____

7. In case of an emergency, contact person is: _____

Telephone No: Day _____ Night _____

Email address: _____

8. Name of the holders(s) of a recorded mortgage(s) on the rental unit:

Name: _____

Mortgage holders address: _____

(Attach additional sheet if needed.)

9. If fuel oil is used to heat the rental unit (Provided by landlord), Name of fuel oil dealer/gas servicing unit:

Address: _____

Telephone No. (_____) _____ Grade of fuel oil used: _____

10. Square footage of the entire unit: _____ **Floor Plan must be included with this form**

Square footage of bedrooms:

#1 _____ #2 _____ #3 _____ #4 _____ Living room _____

Dining Room _____ or combined Lr/Dr _____

Tenant identification is NOT MANDATORY for issuance of a license. If provided, owner acknowledges that such information has been provided voluntarily. When owner fails to provide such information, the owner may be deemed to be in possession for purposes of all enforcement and penalty provisions.

11. Names of tenants: 1. _____, 2. _____

3. _____, 4. _____, 5. _____

12. Commencement of tenancy _____ Termination of tenancy _____

13. Information regarding person filing this form: Name _____

Address: _____ Telephone: (_____) _____

I hereby certify that the above information is true and correct:

Signature _____ Print name _____

Title _____ Date: _____

Received by: _____ Date _____

Municipal Building
131 Perrineville Road
Jamesburg, New Jersey 08831



Phone:
(732) 521-2222
Fax: (732) 521-3455

**BOROUGH OF JAMESBURG
PROPERTY MAINTENANCE CODE - ORDINANCE #06-98**

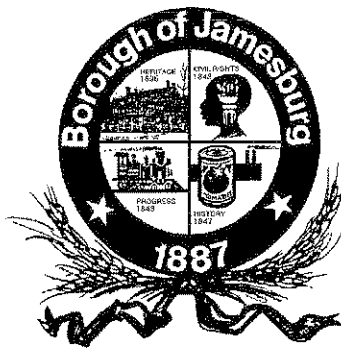
OWNER REGISTRATION STATEMENT

FOR ALL BUILDINGS AND STRUCTURES, RESIDENTIAL AND COMMERCIAL, EXCEPT
SINGLE-FAMILY and TWO-FAMILY, OWNER OCCUPIED

1. ADDRESS OF PROPERTY _____ DATE _____
BLOCK and LOT _____ NUMBER OF UNITS _____
2. OWNER IN TITLE: NAME _____ PHONE _____
ADDRESS _____
3. If the Owner is an entity other than an individual, i.e. a corporation, trade name, partnership, trust, condominium association, or other legal entity: List the name of each partner and/or owner and/or person having a beneficiary interest on a separate sheet and attach it hereto. In the case of a Corporation, if the total number of stockholders is twenty (20) or less, list the names and addresses of each stockholder; if the total number of stockholders is more than twenty (20), list those who own either directly or beneficially at least (10%) of the stock of the corporation.
4. If the Owner is other than an individual: The Registered Agent who will accept all legal notices on the owner's behalf.
NAME _____ PHONE _____
ADDRESS _____
5. The Managing Agent, Superintendent or Other individual employed by the owner or managing agent to provide regular maintenance service (if applicable).
NAME _____ PHONE _____
ADDRESS _____
6. An Individual Representative of the Owner or Managing Agent who may be contacted in the event of an emergency affecting the premises of the property and/or any unit, dwelling or commercial space therein IN THE ABSENCE OF THE OWNER/MANAGING AGENT, and who has the authority to make emergency decisions concerning the building or property and any repair thereto expenditure in connection therein. MUST BE COMPLETED; CANNOT BE THE OWNER/MANAGING AGENT.
NAME _____ PHONE _____
ADDRESS _____
7. List the address and unit number, name(s) and age(s) of each tenant currently in residence on a separate sheet and attach it hereto. Whenever there is a change in tenancy a new inspection is required. Therefore, the owner shall notify the Code Enforcement Office as to all such changes.

DIRECTOR OF COMMUNITY DEVELOPMENT _____ DATE _____ TAX COLLECTOR _____ DATE _____

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**BOROUGH OF JAMESBURG
PROPERTY MAINTENANCE CODE - ORDINANCE #06-98**

**OCCUPANCY INFORMATION FORM
* FOR NEW OR EXISTING TENANT ***

* OWNERS OF MORE THAN ONE PROPERTY NEED TO COPY THIS FORM.

BLOCK and LOT _____

1. ADDRESS OF PROPERTY _____ UNIT # _____

SQUARE FOOTAGE OF UNIT _____ NUMBER OF BEDROOMS _____

SQUARE FOOTAGE OF BEDROOMS 1. _____ 2. _____ 3. _____ 4. _____

2. NUMBER OF PERSONS RESIDING IN UNIT: ADULTS _____ CHILDREN _____

NAME AND ADDRESS OF PERSON FILLING THIS FORM:

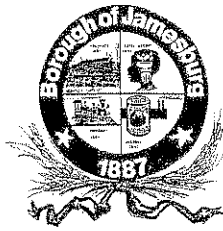
I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT:

SIGNATURE

DATE

RECEIVED BY: _____

DATE



Borough of Jamesburg
Municipal Building
131 Perrineville Road
Jamesburg, New Jersey 08831

Phone: (732) 521-2222
Fax: (732) 521-3455
Website: www.jamesburgborough.org

**LANDLORD IDENTITY REGISTRATION STATEMENT
ONE AND TWO-UNIT DWELLING REGISTRATION FORM**

The form of the certificate of Registration to be filed with the municipal clerk and distributed to tenants by owners or non-owner occupied one and two unit dwellings shall be substantially as follows:

(1) Property Address:

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

(3) If the record owner is a corporation, the names and addresses of the registered agent and of the corporate officers are as follows:

Record owner is not a corporation.

(4) 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 owner(s) is as follows:

The addresses of all record owners in the county in which the dwelling is located:

(5) The name and address of the managing agent is as follows:

There is no managing agent.

(6) 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 is as follows:

There is no superintendent, janitor, custodian or other person employed to provide regular maintenance service.

(7) The name, address and telephone number of an individual representative of the record owner or managing agent who may be reached or contacted at any time in the event of an emergency affecting the dwelling or any dwelling unit, including such emergencies as the failure of any essential service or system, and who has authority to make emergency decisions concerning the building, including the making of repairs and expenditures, is as follows:

(8) The names and addresses of all holders of recorded mortgages on the property are as follows:

There is no recorded mortgage 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 as follows:

The building is not heated by fuel oil

The building is heated by fuel oil, but the landlord does not furnish heat.

Date

Signature of Landlord or Authorized Representative

Print Name of Landlord or Authorized Representative

SEND COMPLETED FORMS TO TENANTS AND MUNICIPAL CLERKS ONLY