

COLTS NECK TOWNSHIP
LANDLORD IDENTITY REGISTRATION STATEMENT
ONE- AND TWO-UNIT DWELLING REGISTRATION FORM

Pursuant to the New Jersey Landlord Act, N.J.S.A. 46:8-27 et seq., 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:

Pursuant to State of New Jersey Legislation S1368 the owner of a rental unit or units shall maintain liability insurance for negligent acts and omissions in an amount of no less than \$500,000 for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence. An owner of a multifamily home which is four or fewer units, one of which is owner-occupied, shall maintain liability insurance for negligent acts and omissions in an amount of no less than \$300,000 for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence.

(1) Property Address Block _____ Lot _____

(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, telephone number and e-mail address 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:

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- (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.

- (10) I have received a copy of the New Jersey Private Well Testing Act and agree to adhere to the requirements outlined within this document.

- (11) Certificate of Insurance attached: [] Yes

Date

Landlord or Authorized Representative

SEND COMPLETED FORMS TO TENANTS AND MUNICIPAL CLERKS ONLY

**Municipal Clerk
Colts Neck Township
124 Cedar Drive
Colts Neck, NJ 07722**

Trina Lindsey, Municipal Clerk

NOTE: There is no filing fee associated with filing this form with the Colts Neck Township Municipal Clerk.