

Landlord registration is required on all rental premises or units used for dwelling purposes under the Landlord Registration Act Notice (N.J.S.A. 46: 8-26 et seq.) and Edgewater Park Township Ordinance No. 5-98, Ordinance No. 13-98, Ordinance No. 3-99, and Ordinance No. 5-99. Within thirty (30) days, the owner must file the appropriate registration statement with the Municipal Clerk. The form is available from the Municipal Clerk's office or on the township's web page under Municipal Clerk. The filing of this notice to the Township Clerk does not preclude any filing requirements the landlord may have under state law, nor does registering your rental property necessarily acknowledge rental of such property as a legal use.

LANDLORD REGISTRATION STATEMENT

(NJSA 46:8-26 et seq.)

Print this application and mail to the Township of Edgewater Park Clerk's Office at 400 Delanco Road, Edgewater Park, NJ 08010

1. **Address of Premises Rented** _____

Block _____ Lot _____

2. **The name and address of the record owner of the premises** (include all partners or corporate officers). If the address of a record owner is not located in Monmouth County in which the premises are located, the name and address of a person who resides in or has an office in Monmouth County in which the premises are located and is authorized to accept notices from a tenant and to issue receipts therefore, and to accept services of process on behalf of the record owner, must be inserted)

3. **The name and address of the managing agent of the premises**

4. **The name, address and apartment number** of the superintendent janitor, custodian or other individual employed by the record owner to provide regular maintenance service

5. **The name, address and telephone 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

_____ Phone # _____

6. **The name, address and telephone number** of every holder of a recorded mortgage on the premises

_____ Phone # _____

7. **The date upon which this information was prepared:** _____

Record Owner of Premises Registered Agent or Assignee

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 Certificate of Registration. A copy of this information is also on file with the Municipal Clerk of the Township in which the premises above described are located.

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.