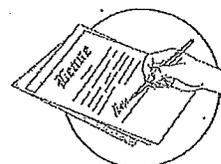




New Jersey Department of Community Affairs
Division of Codes and Standards
Landlord-Tenant Information Service



REGULATIONS FOR THE LANDLORD IDENTITY
REGISTRATION FORM

N.J.A.C. 5:29-1.1

Printed June 2011

5:29-1.1 Applicability

- (a) Pursuant to N.J.S.A. 46:8-28 and 46:8-29, the form prescribed by this subchapter is required to be given by landlords to tenants in single unit dwellings and in two – unit dwellings that are not owner-occupied and to be filed in the office of the clerk of the municipality in which any such single unit dwelling or two-unit dwelling is situated.
- (b) Tenants in multiple dwellings are required to be given a copy of the certificate of registration filed with the Bureau of Housing Inspection in accordance with N.J.S.A. 55:13A-12, N.J.S.A. 46:8-28 and N.J.A.C. 5:10-1.11. (Contact the Bureau of Housing Inspection, P.O. Box 810, Trenton, New Jersey 08625 (609) 633-6240 for registration applications for buildings with three or more dwelling units)

THE ATTACHED FORM IS TO BE FILED WITH THE MUNICIPAL CLERK AND DISTRIBUTED TO TENANTS IN SINGLE UNIT DWELLINGS AND IN TWO UNIT DWELLINGS THAT ARE NOT OWNER-OCCUPIED. (DO NOT SEND THIS STATEMENT TO LANDLORD-TENANT INFORMATION SERVICE)

Similar forms may be obtained from private sources. You may obtain a copy of the form by faxing your request to (609) 609-292-2839 or by writing to:

New Jersey Department of Community Affairs
Division of Codes and Standards
Bureau of Homeowner Protection
Landlord-Tenant Information Service
P.O. Box 805
Trenton, New Jersey 08625-0805

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

This non-owner occupied certificate of Registration for one or two unit dwellings is to be filed in the Municipal Clerk's Office and distributed to the tenants by owner:

(1) Property address:

(2) Name, address & phone number of all record owners:

Name _____

Street _____

City & State _____

Phone Number _____

(3) If the record owner is a corporation, names and address of the registered agent and corporate officers:

Corporation Name _____

Officer/Agent Name _____

Street _____

City & State _____

Record owner is not a corporation

(4) Name, address and phone number of a person who is authorized to accept notices from a tenant and to issue receipts for those notices:

Name _____

Street _____

City & State _____

Phone Number _____

(5) The name, address and phone number of the managing agent. If no managing agent the name, address and phone number of the person who will be responsible for taking care of the dwelling:

Name _____

Street _____

City & State _____

Phone Number _____

(6) The name, address and phone number of the superintendent, janitor **or other person** who will provide regular maintenance service:

Name _____

