



OFFICE OF THE FIRE MARSHAL/BFP

123 MAPLE AVENUE SOUTH PLAINFIELD, NEW JERSEY 07080

Phone: 908-756-4761 Fax: 908-754-1367



APPLICATION FOR REGISTRATION OF BUSINESS

(please print or type all information)

The Uniform Fire Code states:

The owner of all businesses, buildings, structures, or premises required to be inspected under Section 19A.12.1 shall apply to the Local Enforcing Agency for a Certificate of Registration upon forms provided by the Fire Marshal. As per Borough Ordinance Number 1834-Section 8 (Additional Required Inspections and Fees) of the Borough of South Plainfield, Middlesex County New Jersey, it is required that all buildings, structures, uses, and premises shall pay an annual fee and undergo annual inspections by this Agency.

See Appendix A for all definitions involved in completing this form.

Every person or business that receives an Application for Registration of Business must respond. Even though registration may not be necessary, the application must be returned within (30) days with all applicable items completed along with required inspection fee. Failure to do so will constitute a violation of Borough Ordinance Regulations and may subject you to a penalty of up to \$500.00 maximum for each occurrence.

Business Name:

Street Address:

City, State, Zip Code:

Phone:

E-mail:

Do you:

☐ OWN or ☐ LEASE the property?

Business Owner's Name:

Street Address:

City, State, Zip Code:

Phone:

E-mail:

Federal I.D. Number:

Business Type:

Individual ☐

Partnership ☐

Corporation ☐

Other ☐

Government ☐

Cooperative ☐

Condominium ☐

LLC ☐

Property Management if applies:

Street Address:

City, State, Zip Code:

Phone: _____

E-mail: _____

Federal I.D. Number: _____

Emergency Contacts:

#1: _____ Phone #: _____

#2: _____ Phone #: _____

#3: _____ Phone #: _____

Please circle where all mail, actions, orders, or notices are to be sent.

Business Address Business Owner Property Management

Description of use/occupancy of this building/business:

Floor Area of Use or Business _____ square feet.

Occupant capacity as determined by a local enforcing agency: _____ Enter number of persons. If none has been determined write N/A.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION, THAT THE INFORMATION GIVEN IS CORRECT, THAT I AM THE OWNER OR DULY AUTHORIZED TO ACT IN THE OWNER'S BEHALF, AND AS SUCH HEREBY AGREE TO COMPLY WITH THE APPLICABLE REQUIREMENTS OF THE UNIFORM FIRE SAFETY CODE AS WELL AS ANY SPECIFIC CONDITIONS IMPOSED BY THE FIRE MARSHAL.

Print Name_____
Signature_____
Title_____
Date

APPENDIX A

DEFINITIONS AND FEE SCHEDULE

AGENCY: Means the Bureau of Fire Prevention located in The Borough of South Plainfield.

GROSS FLOOR AREA: Shall be the floor area within the perimeter of the outside walls of the building without deduction for: hallways, stairs, closets, thickness of walls, columns or other features.

BUSINESS: All buildings and structures including the transaction of business accessible to the public: professional services, stocks of goods, wares/merchandise, animal hospitals, banks, barber shops, physicians, engineers etc.

An inspection by this agency is required and the annual inspection fees and square footage allowances/gross floor area are as follows:

From 1 up to 4,000 sq. ft.: \$108.00

From 4,001-8,000 sq. ft.: \$144.00

From 8,001-12,000 sq. ft.: \$180.00

From 12,001-16,000 sq. ft.: \$360.00

From 16,001-20,000 sq. ft.: \$432.00

From 20,001-23,999 sq. ft.: \$504.00

EATING: All eating establishments in which no alcoholic beverages are consumed shall be required to pay an annual inspection fee and undergo an inspection by this agency. The seating capacity and fees are as follows:

\$180.00 for 1-25 people

\$216.00 for 26-49 people

FACTORY: All buildings and structures in which occupants perform work/labor in relation to fabricating, assembling and processing products/materials for factories and industrial labs. An annual inspection by this agency is required. The annual fees and square footage allowances are as follows:

From 1-4,000 sq. ft.: \$360.00

From 4,001-8,000 sq. ft.: \$432.00

From 8,001-11,999 sq. ft.: \$504.00

MERCANTILE: All buildings and structures which are used primarily for the display and sales purposes involving the stock of goods, wares or merchandise and are accessible to the public including: retail stores, shops, salesrooms and markets shall pay the Annual fees listed below and undergo an inspection by this agency.

From 1 sq. ft. to 4,000 sq. ft.: \$145.00

From 4,001-8,000 sq. ft.: \$216.00

From 8,001-11,999 sq. ft.: \$287.00

STORAGE: All buildings and structures which are used primarily for the storage of goods, wares or merchandise including storehouses, freight depots and trucking terminals will be required to pay the following annual fees and undergo an inspection by this agency:

From 1-4,000 sq. ft. of gross floor area: \$287.00

From: 4,001-8,000 sq. ft. of gross floor area: \$360.00

From: 8,001-11,999 sq. ft. of gross floor area: \$432.00

ALL OTHER USES: \$90.00

BFP/MAY 11, 2017*

