

OFFICE OF THE BOROUGH CLERK
BOROUGH OF WILDWOOD CREST

TO: OWNERS OF RENTAL UNITS

SUBJECT: LANDLORD STATEMENT IN COMPLIANCE WITH N.J.S.A. 46:8-28

Pursuant to State Law (N.J.S.A. 46:8-28) every landlord shall file a registration form with the clerk of the municipality where the dwelling is situated, for buildings with single unit dwellings and two unit dwellings that are not owner occupied. In order to comply, please return the fully completed Landlord Registration Statement.

Owners of multiple dwellings (buildings with three or more dwellings) are required to register with the Bureau of Housing Inspection in accordance with State Law (N.J.S.A. 55:13A-1 et seq.). Contact the Bureau of Housing Inspection at (609) 633-6225, P.O. Box 810, Trenton, New Jersey 08625, or http://www.state.nj.us/dca/divisions/codes/publications/pdf_bhi/bhi_reg_instr.pdf.

In addition, please note that pursuant to the terms of N.J.S.A. 46:8-29 every landlord shall provide each occupant or tenant in his building or project a copy of the certificate of registration.

Failure to comply carries with it a maximum penalty of \$500.00 for each offense.

Thank you for your anticipated cooperation.

LANDLORD REGISTRATION STATEMENT

1. Property Address: _____

2. The names and addresses of all record owners of the building or the rental business:

3. If the record owner is a corporation, the names and addresses of the registered agent and corporate officers:

NOTE: #4 MUST BE COMPLETED IF ADDRESS OF RECORD OWNER IS NOT IN CAPE MAY COUNTY

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):

5. The name and address of the managing agent is as follows: There is no managing agent.

6. The name and address, incl. the dwelling unit, apt. or room number of the superintendent, janitor, custodian or other individual employed by the record owner or managing agent to provide regular maintenance service:

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

7. The name, address and telephone of an individual representative of the 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:

Name: _____ Phone: _____

Address: _____

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 landlord does not furnish heat.

DATED: _____

SIGNATURE OF OWNER/AGENT