

**BUENA VISTA TOWNSHIP
APPLICATION / REGISTRATION CERTIFICATE OF RENTAL**

Office Use Only

RENTAL APPLICATION FEE:	Date Received: _____	Amount: _____	Cash: _____	Check #: _____
FIRE INSPECTION:	Date passed: _____	Amount: _____	Cash: _____	Check #: _____
INSURANCE POLICY RECEIVED:	Date of Expiration: _____			
LEAD PAINT CERTIFICATE: (Required only for homes built prior to 1978)	Date of Inspection: _____	Date of Expiration: _____		

Landlord Contact Information

Name & address of all owners of rental unit: _____

(If record of owner is corporation, please include registered agent and list of corporate officers)

Name

Address

City State Zip

Contact information of owners:

Day Evening

Email Address

In case of emergency:

Name

Address

Telephone Day Evening

Registration Fee

Registration fee of seventy-five dollars **\$75.00** shall be paid **annually** as above provided to the Township of Buena Vista, for conducting the annual registration for all rental and multifamily rental units.

Rental Unit Information

Address of Rental Unit: _____

(Include Apt. #/Unit #)

Check which one applies: Single Family Home _____ Duplex _____ Triplex/Quadraplex _____
(Need to go through state to register)

Number of bedrooms in unit: _____ Block/Lot: _____ / _____ Year Built: _____

Rental Agent/Representative: _____

Name

Address

City State Zip

Telephone Day Evening

Superintendent/other providing maintenance: _____
Name

Address

City State Zip

Telephone Day Evening

Mortgagee name: _____
Name

Address

City State Zip

Telephone Day Evening

Fuel Heating Dealer: _____
Name

Address

City State Zip

Telephone Day Evening

Type of Heating Fuel: _____
Electric/Fuel Oil/Other Grade of Fuel Oil Used

Lease submitted: _____ YES Floor plan submitted: _____ YES

Tenant Information

**Names of Tenants: _____
Name Age

Name Age

Name Age

Name Age

Comments: _____

**** Please note: Upon any change of tenants a new rental application and application of smoke detector and carbon monoxide/fire extinguisher inspection will be needed prior to the change of occupancy in accordance with the Fire Safety Ordinance 3-2007. ****

Insurance Requirements

Single Family Homes

- A. Pursuant to P.L. 2022 c. 92, and any other laws adopted thereafter by the legislatures of the State of New Jersey, institutes a minimum liability insurance requirement for owners of rental units. The law requires owners of a rental unit or units to maintain liability insurance for negligent acts and omissions in an amount 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 coverage minimum

Multi-Family Homes (Duplex)

- B. Pursuant to P.L. 2022 c. 92, and any other laws adopted thereafter by the legislatures of the State of New Jersey, institutes a minimum liability insurance requirement for owners of rental units for a **multi-family home**. The law requires owners of a multifamily home which is four or fewer units, one of which is **owner occupied** to maintain liability insurance for negligent acts and omissions in an amount 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 coverage minimum

I, the undersigned owner or agent, will ensure bi-annually that each dwelling unit has properly working battery powered smoke detectors. Detectors shall be installed in accordance with the manufacture's instruction. Detectors are on every level and by every separate sleeping area and one carbon monoxide detector if flame heating or cooking devices are being used in the dwelling.

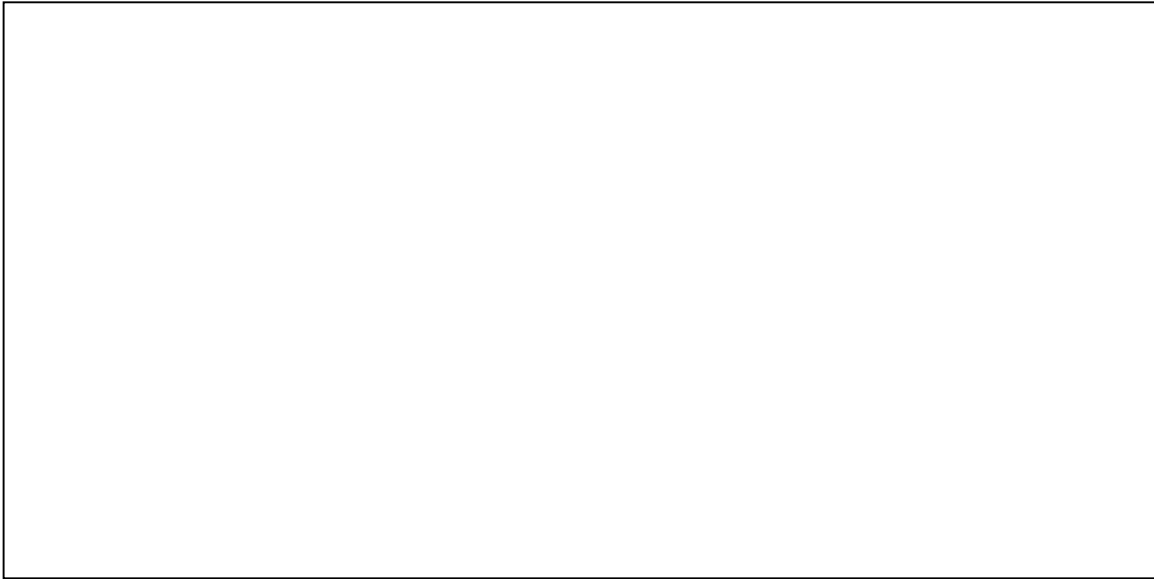
VIOLATIONS AND PENALTIES

Any landlord who shall violate any provision of the ordinance shall be liable to a penalty of not more than \$500.00 for each offense, recoverable by a summary proceeding under the Apenalty enforcement law@ (N.J.S.A. 2A:58-1 et. seq.). The Superior Court, Law Division, Special Civil Part, in the county or the municipal court of the municipality in which the premises are located shall have jurisdiction to enforce said penalty.

DATE

SIGNATURE OF OWNER OR AGENT

Use diagram below to show floor plan of your home including exit doors



1st FLOOR



2nd FLOOR