



The Borough of Mendham
2 West Main Street, Mendham, New Jersey 07945

Neil Schetelick, Zoning Officer
973.543.7152 *23
nschetelick@mendhamnj.org

**LANDLORD-TENANT RENTAL REGISTRATION
FORM**

ADDRESS OF RENTAL
PROPERTY: _____ APT: _____

BLOCK: _____ LOT: _____ QUALIFIER: _____ EMAIL: _____

OWNER: _____ PHONE: _____ CELL: _____

ADDRESS: _____ CITY: _____ STATE/ZIP: _____

N.J.S.A 46:8-27 through 46:8-37 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 or managing agent who resides in the county and is authorized to accept notices from the tenant, to issue receipts for those notices and to accept service of process on behalf of the out-of-county record owner(s) is as follows:

NAME: _____

SIZE OF ROOMS (in sq. feet): BEDROOM 1: _____ BEDROOM 2: _____ BEDROOM 3: _____

BEDROOM 4: _____ LIVINGROOM: _____ DININGROOM: _____ KITCHEN: _____

NAMES & AGES OF ALL TENANTS & PHONE #: 1) _____

2) _____ 3) _____

4) _____ 5) _____

6) _____ 7) _____

If fuel oil is used to heat building, provide the name and address of fuel oil dealer servicing the building.

NAME: _____ ADDRESS: _____

☐ Building is not heated by fuel oil ☐ Building is heated by fuel oil & landlord does not furnish heat

ANY VIOLATION OF ORDINANCE 161-3 BY REFUSAL OR FAILURE TO FILE THIS CERTIFICATE OR TO SIGN THE SAME OR TO PROVIDE FALSE INFORMATION SHALL BE PUNISHABLE BY A FINE OF NOT MORE THAN \$2000.00 OR A JAIL TERM OF 90 DAYS, OR BOTH.

TENANT SIGNATURE

DATE

OWNER/AGENT SIGNATURE

DATE

DO NOT WRITE BELOW LINE

I HEREBY CERTIFY THAT THE ABOVE DWELLING WAS INSPECTED ON _____ AND HAS GRANTED THE APPLICANT PERMISSION TO OCCUPY THE PREMISES IN CONFORMITY WITH THE PROPERTY MAINTENANCE CODE OF THE BOROUGH OF MENDHAM AND N.J.A.C.5:28. Rev-5 Jan 2017.

INSPECTOR: _____

FEE: \$150.00 INITIAL REGISTRATION ____ \$75.00 RENEWAL ____ *DATE:* _____