



Borough of Red Bank

90 Monmouth Street, Red Bank, New Jersey 07701
Phone (732) 530-2760

Rental Unit Registration Form

(Ordinance #2002-37)

Instructions for completing the Rental Unit Registration Form.

The Rental Unit Registration Form consists of the following pages:

Form A, Page 1 – Individual Owners Registration.

Rental Units owned by a Corporation, Firm, Group, LLC, Association, Trust, Partnership or other may disregard this page and complete Form B, Page 1.

Form B, Page 1 – Corporate Owner Registration.

Rental Units owned by Individuals may disregard this page and complete Form A, Page 1.

Page - Additional Owners.

This page has been provided to list Additional Owners to Form A, Page 1 and / or Form B, Page 1. Please indicate the additional page number in the box provided. Additional page numbers should begin with the number "1". Additional pages may be requested from the Borough of Red Bank or copied on Legal (8 ½" x 14") paper.

Page 2 – Agent Information, Monmouth County Contact and Maintenance Information

This page to be completed for all properties.

Page 3 – Emergency Contact and Heating Information

This page to be completed for all properties.

Page 4 – Mortgage Information

This page to be completed for all properties.

Page 5 – Rental Unit Information and Floorplan(s)

This page to be completed for each floor of each rental unit (see 'Completing Page 5' below for further instructions) Additional pages may be requested from the Borough of Red Bank or copied on Legal (8 ½" x 14") paper.

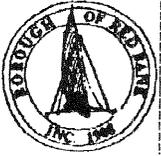
Page 6 – Tenant Information

This page to be completed for each rental unit. Additional pages may be requested from the Borough of Red Bank or copied on Legal (8 ½" x 14") paper.

All sheets MUST include Property Information section. This section consists of Street Number, Street Name, Block, Lot and Condo Qualifier (If Known)*

* The Condo Qualifier is used to indicate individual Condominium or Townhouse Units. This can be obtained for Condominiums or Townhouses from the Borough of Red Bank.

*** Please contact Borough Hall at 732-530-2760 if any of these Pages are missing. ***



Borough of Red Bank
 90 Monmouth Street, Red Bank, New Jersey 07701
 Phone (732) 530-2760

2892538210

Date Submitted

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 M M D D Y Y
 (month) (day) (year)

Rental Unit Registration
 (Ordinance #2002-27)
Form B - Corporate Owners
 (Individual Owners see Form A)

Property Information (Please Print)

Street Number	Street Name				
Block	Lot	Condo Qualifier (if known)	Unit Num	Additional Property Information	

Building Information

Number of Stories Number of Rental Units

Building Type (Check all that apply)

<input type="checkbox"/> Single Family Detached	<input type="checkbox"/> 3 - 5 Family (Multiple Dwelling)	<input type="checkbox"/> Garage Apartment	<input type="checkbox"/> Condominium Unit	<input type="checkbox"/> Other
<input type="checkbox"/> Single Family Attached (Townhouse, Rowhouse, etc.)	<input type="checkbox"/> Garden Apartments	<input type="checkbox"/> Studio	<input type="checkbox"/> Rooming House	
<input type="checkbox"/> 2 Family (Duplex)	<input type="checkbox"/> High Rise Apartments	<input type="checkbox"/> Detached Cottage	<input type="checkbox"/> Boarding House	
	<input type="checkbox"/> Community Residence	<input type="checkbox"/> Group Home		

Owner Information (Please provide Name and Address of each Record Owner)

Corporate Owner

Corporation Address

Company

Telephone (Daytime) Telephone (Evening) Telephone (Additional)

Address - Must list Street Address. P.O.Box not acceptable

Street Number Street Name

Town State Zip Code

Name of Owner (1):

First Name Last Name

Telephone (Daytime) Telephone (Evening) Telephone (Additional)

Address - Must list Street Address. P.O.Box not acceptable

Street Number Street Name

Town State Zip Code

Name of Owner (2):

First Name Last Name

Telephone (Daytime) Telephone (Evening) Telephone (Additional)

Address - Must list Street Address. P.O.Box not acceptable

Street Number Street Name

Town State Zip Code

Additional Owners (Attach Additional Owners Sheet(s))

I Certify that the information I have provided is true to the best of my knowledge.

Signature _____



Rental Unit Registration Additional Owners

Date Submitted

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MMDDYY
 (month) (day) (year)

(Copy this page as needed)

Check if this page is Not Applicable

Property Information (Please Print)

Street Number	Street Name			
Block	Lot	Condo Qualifier (if known)	Unit Num	Additional Property Information

Owner Information (Please provide Name and Address of each Record Owner)

<input type="checkbox"/>	Please indicate owner by entering number in box	
Name of Owner ():		
Company		
First Name	Last Name	
Telephone (Daytime)	Telephone (Evening)	Telephone (Additional)
Address - Must list Street Address. P.O.Box not acceptable		
Street Number	Street Name	
Town	State	Zip Code
<input type="checkbox"/>	Please indicate owner by entering number in box	
Name of Owner ():		
Company		
First Name	Last Name	
Telephone (Daytime)	Telephone (Evening)	Telephone (Additional)
Address - Must list Street Address. P.O.Box not acceptable		
Street Number	Street Name	
Town	State	Zip Code
<input type="checkbox"/>	Please indicate owner by entering number in box	
Name of Owner ():		
Company		
First Name	Last Name	
Telephone (Daytime)	Telephone (Evening)	Telephone (Additional)
Address - Must list Street Address. P.O.Box not acceptable		
Street Number	Street Name	
Town	State	Zip Code

Additional Owners



Rental Unit Registration Contact Information

Date Submitted

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(month) (day) (year)

Property Information (Please Print on every sheet)

Street Number	Street Name		
Block	Lot	Condo Qualifier (if known)	Unit Num

Emergency Contact Information - A person who has the authority to make emergency decisions concerning the building and any repair thereto or expenditure in connection therewith.

Company			
First Name		Last Name	
Telephone (Daytime)	Telephone (Evening)	Telephone (Additional/cell/pager)	
Address			
Street Number		Street Name	
Town	State	Zip Code	

Monmouth County Contact (If Owner does not reside within Monmouth County)

Name			
Company			
First Name		Last Name	
Daytime Telephone	Evening Telephone		
Street Number		Street Name	
Town	State	Zip Code	

Agent Information

Daytime Contact Information			
Company			
First Name		Last Name	
Street Number		Street Name	
Town	State	Zip Code	Telephone
Evening Contact Information			
Company			
First Name		Last Name	
Street Number		Street Name	
Town	State	Zip Code	Telephone

Borough of Red Bank

3500571348

90 Monmouth Street, Red Bank, New Jersey 07701

Phone (732) 530-2760

Rental Unit Registration Maintenance and Heating Information

Date Submitted

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M M D D Y Y

(month) (day) (year)

Property Information (Please Print on every sheet)

Street Number	Street Name		
Block	Lot	Condo Qualifier (if known)	Unit Num

Maintenance Information

Superintendent Janitor Custodian Other (describe)

Daytime Maintenance Contact

Company		
First Name	Last Name	
Street Number	Street Name	
Town	State	Zip Code
Telephone (1)	Telephone (2)	Telephone (3)

Evening Maintenance Contact

Company		
First Name	Last Name	
Street Number	Street Name	
Town	State	Zip Code
Telephone (1)	Telephone (2)	Telephone (3)

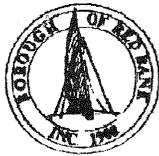
Heating Information

Heating Type (Check all that apply)

Fuel Gas Fuel Oil Tank
 Natural Gas Electric UST (Underground Tank) AST (Aboveground Tank)
 Propane Other

Dealer Name

Company		
First Name	Last Name	
Street Number	Street Name	
Town	State	Zip Code
Telephone (1)	Telephone (2)	Telephone (3)



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90 Monmouth Street, Red Bank, New Jersey 07701
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Rental Unit Registration Mortgage and Insurance Information

Date Submitted

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M M D D Y Y
(month) (day) (year)

Property Information (Please Print on every sheet)

Street Number	Street Name		
<input type="text"/>	<input type="text"/>		
Block	Lot	Condo Qualifier (if known)	Unit Num
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Mortgage Information

Mortgage Holder (1):

Company

First Name

Last Name

Telephone

Address (If Different)

Street Number

Street Name

Town

State

Zip Code

Mortgage Holder (2):

Company

First Name

Last Name

Telephone

Address (If Different)

Street Number

Street Name

Town

State

Zip Code

Mortgage Holder (3):

Company

First Name

Last Name

Telephone

Address (If Different)

Street Number

Street Name

Town

State

Zip Code

Property Insurance Company Information

Company

Agent First Name

Agent Last Name

Telephone

Street Number

Street Name

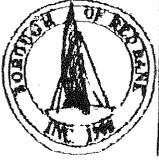
Town

State

Zip Code

Policy Number

Expiration Date



Borough of Red Bank
 90 Monmouth Street, Red Bank, New Jersey 07701
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7596371682

Office Use

 ONLY

Rental Unit Registration

Unit Floor Plan

Date Submitted

<input type="text"/>							
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M M D D Y Y
 (month) (day) (year)

*** THIS PAGE TO BE COMPLETED FOR EACH FLOOR OF RENTAL UNIT* (ONE PAGE PER FLOOR LEVEL)**

Property Information (Please Print on every sheet)

Street Number	Street Name		
<input type="text"/>	<input type="text"/>		
Block	Lot	Condo Qualifier (if known)	Unit Num
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Rental Unit Information

Unit Number	Additional Description	
<input type="text"/>	<input type="text"/>	
Number of Sleeping Rooms	Number of Floors in unit	Floor that unit occupies
<input type="text"/>	<input type="text"/>	<input type="text"/>

Unit Floorplan - Use the space below to sketch the floorplan of this unit. Label all rooms. Include dimensions. Label all exits. Show locations of interior and exterior doorways. Indicate all egresses and windows.

Floorplan Level (1st Floor, 2nd Floor, Basement, Attic, etc.)

Rear of Unit

Front of Unit

Check if Additional Floorplan Pages Attached

I Certify that the information I have provided is true to the best of my knowledge.

Signature _____



Rental Unit Registration Tenant Listing

Date Submitted

M	M	D	D	Y	Y

(month) (day) (year) * THIS PAGE TO BE COMPLETED FOR EACH RENTAL UNIT*

Property Information (Please Print on every sheet)

Street Number	Street Name		
Block	Lot	Condo Qualifier (if known)	Unit Num

Rental Unit Information

Unit Number	Number of Tenants

Tenant Information

Tenant 1			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 2			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 3			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 4			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 5			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 6			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 7			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		
Tenant 8			
First Name	Last Name	Age	<input type="checkbox"/> Male <input type="checkbox"/> Female
Telephone (Daytime)	Telephone (Evening)		

I Certify that the information I have provided is true to the best of my knowledge.

Signature _____