



# Residential Rental Property Registration

## Office of the Borough Clerk

15 Mountain Boulevard  
 Watchung, NJ 07069  
 Office: (908) 756-0080 ext. 0

Rental Property Address: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
Watchung, New Jersey 07069

Number of Sleeping Rooms \_\_\_\_\_  
 (Submit dimensional floor plan)

Fees **\$150.00 per unit: Checks payable to: The Borough of Watchung**  
**\$50.00 per unit: re-inspection fee (if applicable)**

*If Owner is a Senior Citizen and resides in property, no fee applies*  
 A LATE FEE of \$30.00 Per Unit will be assessed on forms received after September 30<sup>th</sup> of **EACH** year

CHECK HERE IF OWNER IS SENIOR CITIZEN (65+) AND RESIDES IN RENTAL PROPERTY

Owner Information		Email:					
<u>Owner Name</u>	<u>Owners Mailing Address:</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	<u>Share</u>
<u>Co-Owner Name</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	
> <u>Partner or Corporate Members Name if LLC, Corp, etc.:</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone#</u>	<u>Evening Phone #</u>	
<u>Somerset County Representative (Required for out of county Owners)</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone#</u>	
<u>Emergency Contact Name</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	
<u>Agent for Property, if any</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	
<u>Superintendent's Name</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	
<u>Oil Fuel Provider</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>	<u>Day Phone #</u>	<u>Evening Phone #</u>	
<u>Tenant #1 Name</u>	<u>Tenant #2 Name</u>	<u>Tenant #3 Name</u>			<u>Lease Start Date:</u> (If your lease is a month to month or a verbal agreement you <b>MUST STILL PROVIDE DATE</b> )		

\*\*MUST SIGN PAGE 2\*\*

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



## Residential Rental Property Registration Form – Office of the Borough Clerk

Property Address: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
Watchung, New Jersey 07069

I certify under penalty of law that the information provided in this document is true and accurate, that all disclosures to tenants required by this chapter have been served upon my tenants and the rent being charged for each unit does not exceed the limitations of [Chapter 27](#). I am aware that there are significant penalties, and court appearances required for submitting false or inaccurate information. Furthermore, I hereby acknowledge and grant permission to the Borough’s Inspectors in order to perform the necessary inspections of the dwelling unit being registered.

\_\_\_\_\_  
SIGNATURE OF OWNER/LANDLORD OR AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
DATE

\*\*\*\*\* **FOR OFFICE USE ONLY** \*\*\*\*\*

Date Filed: \_\_\_\_\_

Date Certificate Issued: \_\_\_\_\_

Cash: \_\_\_\_\_

Check#: \_\_\_\_\_

Building Department Inspector: \_\_\_\_\_  
*Inspectors Signature*

Passed  Failed

*Comments:*

Fire Safety Inspector: \_\_\_\_\_  
*Inspectors Signature*

Passed  Failed

*Comments:*

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