



Borough of Little Silver Office of the Municipal Clerk

480 Prospect Avenue
Little Silver, NJ 07739

Application for Landlord Registration

Pursuant to Ordinance #872-23

P.L. 2022, c. 92 institutes a new minimum liability insurance requirement for owners of businesses and rental units. Effective for new insurance policies issued on or after November 3, 2022, the law requires the owner of a business, or one or more rental units, to maintain liability insurance for negligent acts and omissions in an amount of 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 occurrence. However, owner-occupied two-family, three-family, or four-family homes are subject to a lower \$300,000 coverage minimum. In all cases, owners are required to annually register the certificate of insurance in the municipality where the business or rental unit is located.

Property Address: _____

Block: _____ **Lot:** _____

1) Recorded owner(s) of property:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

2) If the record owner is a corporation:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Agent: _____

☐ Record owner is not a corporation

3) If the address of any record owner is not located in the county in which the dwelling is located, please provide the information of a contact person who resides in the county or an office in the county of which the premises are located and is authorized to accept notices from a tenant and to issue receipts therefor and to accept service of process on behalf of the record owner:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Agent: _____

4) Managing agent of the premises, if any, or the managing agent who provides the regular maintenance service if different than above:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Agent: _____

☐ There is no managing agent

5) The managing agent to be reached in the event of emergency if different than above:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Agent: _____

☐ Same as above

6) The name and address of every holder of a recorded mortgage on the premises:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Agent: _____

☐ There is no recorded mortgage on the property

8) If fuel oil is used to heat the building and the landlord furnishes the heat:

Name of fuel oil dealer: _____

Phone #: _____

Address: _____

Grade of fuel oil: _____

☐ The building is not heated by fuel oil

☐ The building is heated by fuel oil, but the landlord does not furnish heat

7) Adult tenant record for each rental unit:

Name: _____

Name: _____

Phone #: _____

Phone #: _____

E-mail: _____

E-mail: _____

Landlord Signature: _____

Date: _____

Please attach the following:

☐ **Proof of Lead Safe Certification**

☐ **Copy of the declaration page**

☐ **Certificate of Insurance Registration**

☐ **\$25 filing fee** (Please make check payable to "Borough of Little Silver")



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RENTAL UNIT OWNERS CERTIFICATE OF INSURANCE REGISTRATION FORM

In accordance with N.J.S.A. 40A:10A-1 et seq., and Borough of Little Silver Ordinance #872-23

Rental Property Address: _____ **Block:** _____ **Lot:** _____

Recorded owner(s) of property:

Name: _____

Phone #: _____

Address: _____

E-mail: _____

Certificate of Insurance Information:

Policy Holder's Name: _____

Policy Number: _____

Address of the Covered Property: _____

Effective Dates of the Policy: _____

Type of Coverage Provided: _____

Policy Limits: _____

Names of any additionally insured parties: _____

Please provide a copy of the declaration page

(Do not write below this line, Office Use Only)

Date Received: _____

Received By: _____