



**\$100**

**MANCHESTER TOWNSHIP**  
**Landlord Registration Statement in Compliance with**  
**N.J.S.A. 46:8-28**

To be filed in Manchester Township Municipal Building, 1 Colonial Drive, Manchester, NJ 08759. (732)657-8121. ***This information is be updated upon any change in tenancy.***

**Block:** \_\_\_\_\_ **Lot(s)** \_\_\_\_\_ **Number of dwelling units** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Tenant's Name (s)** \_\_\_\_\_

- (1) The name and address of all record owners of the building or the Rental business (including all general partners in the case of a partnership) are as follows:**

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Name	Address	Phone #
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Name	Address	Phone #
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- (2) If the record owner is a corporation, the name and address of the registered agent and corporate officers are as follows:**

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Name	Address	Phone #
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Name	Address	Phone #
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- (3) If the name of any owner is not located in Ocean County, the name and address of a person who resides in or has an office in Ocean County and is authorized to accept notices from a tenant to issue receipts therefore and to accept service of process on behalf of the record owner (other than the tenant):**

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Name	Address	Phone #
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- (4) The name and address of the managing agent of the premises, if any:**

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Name	Address	Phone #
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Name	Address	Phone #
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**(5) The name and address, including the dwelling unit, apartment or room number, of the superintendent, janitor, custodian or other individual employed by the record owner or managing editor to provide regular maintenance service, if any:**

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Name	Address	Phone #
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**(6) The name, address and telephone number of an individual representative of the record owner or managing agent who may be reached or contacted at any time in the event of an emergency affecting the premises or any unit of dwelling space therein, including such emergencies as the failure of any essential service or system, and who has the authority to make emergency decisions concerning the building and any repair thereto or expenditure in connection therewith:**

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Name	Address	Phone #
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**(7) The name and addresses of all holders of recorded mortgages on the property are as follows:**

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Name	Address	Phone #
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**(8) If fuel oil is used to heat the building and the landlord furnishes the heat, The name and address of the fuel oil dealer servicing the building and the Grade of fuel oil used are as follows:**

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Name	Address	Phone #
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***INSTRUCTION REGARDING POSTING AND NOTICE TO TENANTS:***

***Within 30 days following the effective date of this statute, and at the time of the creation of a new tenancy, every landlord shall provide each occupant or tenant in his dwelling a written statement containing all the information required to be filed in accordance with N.J.S.A. 46:8-28. Commencing 30 days following the effective date hereof, the information shall also be posted at all times in the lobby or other conspicuous place on the premises. In the event that any information contained in said statement shall change, the landlord shall advise each occupant or tenant of the change in writing within 30 days and correct the information posted within 7 days after said change.***

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\_\_\_\_\_  
Date of Preparation

By: \_\_\_\_\_  
Signature of Landlord

\_\_\_\_\_  
Print Address

\_\_\_\_\_  
Print Name