



2021 Rent Registration Form 2,3

*New *Renewal *Vacant *Vacancy Decontrol (Please Check One)

This form must be completely filled out and accompanied with payment. Incomplete forms will be returned to landlord & increases could be rolled back.

Problems or questions call: Mr. Wayne Cresta Dept. of Code Enforcement Division of Rent Leveling 200 South St., Box 914 Morristown, NJ 07963 Phone: 973-292-6709 Fax: 973-631-5662

PLEASE PRINT LEGIBLY!

Tenant Name(s): Rental Address: Unit #: Block #: Lot:

Owner's Name: Owner's Address: Owner's Phone: Owner's Email Address:

Single Family 2 Family 3-4 Family 5+ Family Condo Townhouse Apartment Bldg Unit is located in (check all that apply) Basement 1st Floor 2nd Floor 3rd Floor Attic Other Floors (specify) # Rooms #Bedrooms #Full Bathrooms #Half Bathrooms Living Rm Dining Rm Den/Play Rm Other List all adult tenant's names (over 18 years) who will be occupying unit: # of children over 1 year but less than 18 years:

Table with 2 columns: Description and Amount. Rows include Current Total Rent Allowed, Minus 2020 Surcharges, Minus 2020 Parking, Current Base Rent, Add 1.4% Allowable Increase, New Base Rent, Add 2021 Surcharge Fees, Add 2021 Parking Fees, Total 2021 Actual Allowable Rent Payment, Minus Reserved Rent, 2021 Total Monthly Rent Payment Requested, Date of Last Increase, Date of Notification to Tenant, New Lease & Increase Effective Date.

Table with 2 columns: Description and Amount. Rows include Sewer Surcharge per Month, Hardship Surcharge per Month, Capital Surcharge per Month, Registration Fee Pass-Through per Month, Total 2021 Surcharges.

Table with 2 columns: Description and Amount. Rows include # of Garage Spaces x Cost, # of Off-Street Spaces x Cost, Total 2021 Parking Fee.

Provided by Owner at no Additional Charge: Refrigerator Washer/Dryer Stove Storage Owner's Responsibility: Heat Water Electric Gas Parking Tenant's Responsibility: Heat Water Electric Gas Parking

Table with 2 columns: Description and Amount. Rows include Name of Vacating Tenant, Date of Tenant Leaving, New Rent Effective Date, New Base Rent, Add 2021 Surcharge Fees, Add 2021 Parking Fees, Total 2021 Rent Payment Requested.

FOR VACANCY DECONTROL UNITS OR CHANGE OF TENANCY, A COPY OF THE CERTIFICATE OF HABITABILITY OR THE NUMBER OF THE CH FROM PROPERTY MAINTENANCE MUST BE ATTACHED. THIS IS MANADATORY FOR EACH NEW TENANCY.

- FOOTNOTES: 1. List all surcharges according to type and expiration date; Surcharges are limited to five (5) years. 2. Registrations must be filed once yearly whether there is an increase or not, even if unit is currently vacant. 3. Original to Rent Leveling, One Copy to Tenant, One Copy retained by Owner. 4. As of 6/1/05, Landlord pays a yearly Registration Fee per unit of \$30, which may be passed through to tenant via \$2.50 surcharge per month. 5. List full name of all tenants on the lease 6. List full names of all persons who are 18 or older years who are not on the lease and live (or will live) in the unit 7. Indicate the number of children less than 18 years who will live in the unit. 8. Vacancy Decontrols and \$30.00 fee must be submitted within 15 days of the signing of a new lease.

CH Inspection Date: CH Cert.#:

I (we) certify that the tenant has received at least sixty (60) days notice prior to the effective date of increase (for Renewals) or I (we) certify that the prior tenant has voluntarily vacated unit and was not coerced, or has left via court-ordered eviction and the new tenant and I (we) have agreed upon the new rent, effective date noted on this form (for Vacancy Decontrol). I (we) also certify that the above named dwelling unit and common areas, including hallways, are in substantial compliance with the Housing and Property Maintenance Code of the Town of Morristown. The Code of the Town of Morristown Chapter 14-14 c. states: "The filing of registration forms and acceptance of this form shall be a prerequisite to any application for or granting of annual rent increases or surcharges permitted by this chapter." Signature acknowledges that a copy of this form has been given to tenant as mandated.

Signature Of Owner/Agent

Printed Name

Date Signed (MANDATORY!)

Official Use Only: Paid Fee/UNIT \$ Check or MO# Receipt # Date Rec'd: