



City of Asbury Park  
One Municipal Plaza  
Asbury Park, New Jersey 07712  
732-775-2100

Department of Community Development

Attn: Rent Regulation Officer

### TENANT LEASE PROPERTY INFORMATION REGISTRATION

This tenant lease property registration is in accordance with Ordinance 2021-40 to support compliance with the City of Asbury Park's rent leveling regulations. All sections must be completed in order to be compliant with the registration requirements.

**NOTE: All fields must be filled out with the requested information**

Property Address: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Total # of Units: \_\_\_\_\_ Total # of Units (Subsidized): \_\_\_\_\_

Landlord's Name: \_\_\_\_\_ Postal Address (no PO Box): \_\_\_\_\_ Emergency #: \_\_\_\_\_

Superintendent: \_\_\_\_\_ Address & Unit #: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Is heat included in the rent (Y/N)? \_\_\_\_\_ If Oil, fuel company name and contact: \_\_\_\_\_

Are any other utilities included in the base rent (if so, please specify here)? \_\_\_\_\_

A registration filing fee of \$10 (per dwelling unit) shall accompany this statement and a copy of the same shall be filed with the Rent Leveling Board Office, 30 days prior to any increase and on each Anniversary thereafter. Failure to register or filing a false registration statement shall be punishable by a summons and fine not to exceed \$2,000 (per dwelling unit). A copy of the annual registration statement shall be presented to any tenant on demand. Upon change of ownership, please advise any new owner to re-file with the Rent Leveling Board Office immediately.

**NOTE: The filing of the Tenant Lease Property Information Registration does not constitute a finding by the Rent Regulation Officer or the Rent Leveling Board that the rent contained in the statement is the legal rent for the apartment unit. IF OIL COMPANY IS CHANGED, IMMEDIATE NOTIFICATION TO THE RENT REGULATION OFFICER IS REQUIRED.**

Under penalties of perjury, I declare that I have examined this registration and have supplied the information stated herein and that information set forth is true and accurate.

Landlord or Authorized Representative: \_\_\_\_\_

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

