



Please type or print clearly
APPLICATION FOR RENTAL MERCANTILE LICENSE
Township Code §164

Please make all checks payable to: Eagleswood Township
146 Division Street
West Creek, NJ 08092
Attn: Zoning Office

Official Use Only

Date Received:
Approved: Denied:
Fee: Check #:

*\$25.00 Mercantile License renewal fee is due the first business day of each New Year.

1. INITIAL APPLICATION _____ RENEWAL APPLICATION _____ CHANGE OF TENANCY _____
2. Property Address: _____ Block: _____ Lot: _____ (**PO Box not sufficient**)
3. Applicant/Business/Trade Name: _____
4. Owner's Mailing Address: _____
5. Owner's Phone Number: Primary _____, Secondary _____
6. Owner's E-Mail Address: _____
7. If a Corporation, Name, Address and Phone Number of all general partners: _____

8. Registered Agent's Name: _____
9. Registered Agent's Address: _____
10. Registered Agent's Phone Number: Primary _____, Secondary _____
11. Registered Agent's E-Mail Address: _____
12. If fuel oil is used to heat the building and the landlord furnishes the heat in the building, the name and address of the fuel oil dealer servicing the building and the grade of fuel oil used: _____

As to each rental unit, specification of the exact number of sleeping rooms contained in the rental unit and exact number of sleeping accommodations contained in each sleeping room, identifying each sleeping room specifically by the number and location within the rental unit and by square footage thereof. In order to satisfy the requirement of this provision, an owner shall submit a **floor plan, indicating the square footage of each bedroom** which shall become a part of the registration application and which shall be attached to the registration form when filed with the Code Enforcement Officer or his designee.

The undersigned does hereby certify that the statements above given are true and to the best of my knowledge, and that I will comply with all lawful regulations.

Print Name

Owner's Signature

Date

DO NOT WRITE BELOW LINE, TAX COLLECTOR USE ONLY

There [are/are not] delinquent property taxes or assessments due on above referenced property.
Property taxes/assessments due are paid through _____

Tax Collector or Designee

APPLICATION MUST BE FILLED OUT ENTIRELY

PLEASE SEE PAGE 2 FOR DETAILS REGARDING REQUIRED CERTIFICATE OF INSURANCE

REQUIREMENTS FOR CERTIFICATE OF INSURANCE

Business and Rental Unit Liability Insurance Implementation of P.L. 2022, c.92

P.L. 2022, c.92, signed into law on August 5, 2022, institutes a new minimum liability insurance requirement for owners of businesses and rental units (whether residential or non-residential). Such owners will be required to annually register the certificate of insurance in the municipality where the business or rental unit is located.

Minimum Insurance Coverage

Effective for new insurance policies issued on or after November 3, 2022, the law will require 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 of occurrence. Such insurance could be provided as part of policies such as those for commercial general liability, or an umbrella policy.

**PLEASE SEE PAGE 3 MANDATORY LANDLORD-TENANT REGISTRATION FORM
TO BE COMPLETED WITH RENTAL MERCANTILE APPLICATION**



EAGLESWOOD TOWNSHIP

146 Division St. • West Creek, NJ 08092
(609) 296-3040 • www.eagleswoodtwpnj.us

**State of New Jersey, Department of Community Affairs
Landlord – Tenant Registration
To be filed with the Eagleswood Township Municipal Clerk**

Name of the owner of premises: _____

Address of premise: _____

Block _____ Lot _____ Number of units _____

Mailing address of the owner of premises: _____

List name(s) and age(s) of tenant(s): _____

If the address of the owner is not within the county of the rented premises, the name and address must be provided of the person authorized to accept notices from tenants, issue receipts and accept service of process (legal notices) on behalf of the owner.

Name, address and phone number of the person authorized to accept service on behalf of the owner (if applicable):

If partnership – name, address and phone number of all partners: _____

If corporation – name, address and phone number of all corporate officers: _____

If corporation – name, address and phone number of the registered agent: _____

If corporation – name, address and phone number of the managing agent: _____

Name, address and phone number of the person employed to provide regular maintenance services: _____

Name, address and phone number of each mortgage holder: _____

If fuel oil is used to heat the building and provided by the Landlord, the name, address and phone number of the supplier and the grade of fuel used: _____

Phone number _____ Fuel Grade _____

Signature of Owner Date