

**EVESHAM TOWNSHIP LANDLORD REGISTRATION FORM**

**Rental Property Street Address:** \_\_\_\_\_

Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Qualifier \_\_\_\_\_

Single Family Dwelling  Townhouse  Condo  Other \_\_\_\_\_ |  Short-term rental (i.e. airbnb, seasonal)

**OWNER(s) NAME :** \_\_\_\_\_

**MAILING ADDRESS** \_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**TELEPHONE NO.** (\_\_\_\_\_) \_\_\_\_\_

**RENTAL AGENCY NAME (IF APPLICABLE) :** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE NO.** (\_\_\_\_\_) \_\_\_\_\_

**SECOND PARTY EMERGENCY CONTACT  
AUTHORIZED TO ACCEPT SERVICES:** \_\_\_\_\_

**TELEPHONE NO.** (\_\_\_\_\_) \_\_\_\_\_

**MANAGEMENT AGENT (IF APPLICABLE) :** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE NO.** (\_\_\_\_\_) \_\_\_\_\_

**HOMEOWNERS ASSOCIATION:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE NO.** (\_\_\_\_\_) \_\_\_\_\_

**NAME OF MORTGAGE COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TYPE OF HEATING FUEL (i.e. gas/electric, etc.):** \_\_\_\_\_

**HEATING FUEL SUPPLIERS NAME:** \_\_\_\_\_

**Rental structure's year of construction** \_\_\_\_\_

**Per N.J.A.C.5:28A and P.L.2021, c.182, any certain rental single-family, two-family, and multiple dwelling units constructed prior to 1978, must be inspected for lead compliance.**

For information and to schedule inspections, see Township website at

<https://evesham-nj.org/construction-page-list/885-landlord-lead-safe-registration>

**REGISTRATION FORM CONTINUED ON BACK**

(pursuant to provisions of P.L. 2022, c.92)

**ANNUAL INSURANCE REQUIREMENTS & REGISTRATION**

PER CHAPT.60B

(ORDINANCE NO. 11-6-2023)

Pursuant to the provisions of New Jersey P.L. 2022, c. 92 and Chapter 60B of the Evesham Township Code:

All Evesham Township owners of rental units, and owners of owner-occupied multi-family units **are required to annually** maintain certain liability insurance minimums and **to register proof of insurance** with the Evesham Township Clerk's Office.

- a) All rental unit owners (except as provided in section (b) below) are required to maintain liability insurance for negligent acts and omissions, at a policy minimum of \$500,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence
- b) Owners of multi-family dwellings with four or fewer units, of which one unit is owner-occupied, must maintain liability insurance for negligent acts and omissions, at a policy minimum of \$300,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

NOTE:

*If an owner fails to maintain the required level of insurance or fails to file annual registration, the Township may impose a fine against the owner of not less than \$500 but no more than \$5,000 by way of summary proceeding pursuant to N.J.S.A. 2A:58*

**Date of issuance of insurance policy**

**Date of expiration of insurance policy**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- Submit this completed landlord registration form along with a valid certificate of insurance** supplied by the insurance company that issued the policy
- Submit registration payment of \$50.00, payable to "Township of Evesham" cash or check only**
- Submit all to Evesham Township Clerk's Office, 984 Tuckerton Road, Marlton, NJ 08053

*An issued certificate of registration shall be valid for one calendar year from the date of issuance.*

cc: **TAX ASSESSOR  
TAX COLLECTOR  
FIRE DEPARTMENT  
EMUA (Water and Sewer)  
VPR (Vacant Property Reg)**

**NOTE:** All Rental Residential Property Owners **must contact the Evesham Fire Department** prior to tenant(s) occupying the property to obtain certificates under N.J.A.C.5:70-2.3