TO: City Clerk, City of Sea Isle City, New Jersey
4501 Park Road, Sea Isle City, New Jersey 08243

The applicant fully understands the following:

1. The owner shall comply with the rules and regulations of the State of New Jersey and the City of Sea Isle City and understands that the premises shall be subjected to inspection by the Construction Official of the City during reasonable hours in order that said official might ascertain if dwelling complies with the provisions of Revised General Ordinances, Chapters 3, 4, 11.
2. It shall be the responsibility of the owner and the tenant of any registered apartment to comply with the tenant registration responsibilities, of Revised General Ordinances, Chapter 3 and the noise regulations contained in Chapters 3 and 11.
3. The rental permit is issued to this owner (permitee) for the property location identified and cannot be transferred 11-3.3d.

The undersigned certifies that the information supplied herein is true and correct. If the rental property is rented by a real estate agent or agency, that agent or agency shall be the contact person for the property. If the owner rents the property privately, the undersigned certifies that the contact person has been notified and agrees to receive notice of violations of the Revised General Ordinances Sections 11-1 through 11-5.3. By signing, the undersigned certifies that the contact person is a Cape My County resident for the period of the lease.

Owner Daytime Phone # _____

Owner Nighttime Phone # _____ _____

Signature of Owner

Location of Property _____

Contact Person for the Property _____
(Name and Address) **MUST BE A CAPE MAY COUNTY RESIDENT**

Daytime Phone _____ Nighttime Phone _____
(CONTACT PERSON) (CONTACT PERSON)

Real Estate Agent(s) or Agency(ies) (If applicable) _____

Maximum # of occupants per unit _____ _____ _____ _____

Application for a Mercantile License for Rental Units - Revised General Ordinances Chapters 3, 4, 11

EFFECTIVE 05/01/2015 THRU 04/30/2016 **$150.00 PER RENTAL UNIT**

This form must be returned with your payment by 05/01/2015 - Late Fee After 05/31/2015 is $200.00

Any person or persons who violate any of the provisions of Revised General Ordinance Chapter 11, shall upon conviction hereof, be punished by a fine not exceeding one thousand dollars ($1,000.00). A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

Revised General Ordinances
Chapters 3, 4, 11

Any person who fails to obtain a license pursuant to the Revised General Ordinances Chapter 4-1 et seq. shall upon conviction before the Judge of the Municipal Court be liable to pay a penalty up to $1,000.00. Each and every day in which a violation exists shall constitute a separate violation.

CERTIFICATE OF SELF-INSPECTION **RENTAL UNIT MERCANTILE LICENSE**

ALL QUESTIONS MUST BE FULLY ANSWERED AND DATE MUST BE SUPPLIED OR THE CERTIFICATION WILL BE DEEMED INCOMPLETE AND RETURNED. IF THE CERTFICATION OF SELF-INSPECTION BELOW IS ACCEPTED AS FILED, A PERMIT WILL BE ISSUED PRIOR TO ANY INSPECTION OF THE RENTAL PROPERTY.

If comments or explanatory material are to be provided, attach a separate sheet, which will be considered part of the Certificate of Self Inspection.

I _____, the owner of the property, located at

_____ Sea Isle City, New Jersey, Block _____

Lot _____, am of full age and certify the following:

Please answer all questions with Yes, No or Not Applicable (N/A):

		YES	NO	N/A
1.	Does your rental property have any exterior rotted boards, posts or rails?	_____	_____	_____
2.	Are all entrance and exit doors fully operative and unobstructed?	_____	_____	_____
3.	Are all entrance and exit doors equipped with operational locks?	_____	_____	_____
4.	Are all windows in the rental premises unbroken and operative?	_____	_____	_____
5.	Is the roof free from leaks?	_____	_____	_____
6.	Are there any exposed or frayed wires in use in any part of the rental premises?	_____	_____	_____
7.	Are all the floors and walls without rot or decay and the ceilings without cracks or sags?	_____	_____	_____
8.	Are the plumbing fixtures without leaks and in operable condition?	_____	_____	_____
9.	Are there any electrical outlets or lighting fixtures in the kitchen or bathroom which are ungrounded?	_____	_____	_____
10.	Are all the flushes fully operational in the bathroom?	_____	_____	_____

		YES	NO	N/A
11.	**Is the ventilation for all interior rooms clear and unobstructed?**	_____	_____	_____
12.	**Are the gas heating unit or units operable and property ventilated?**	_____	_____	_____
13.	**Are the decks and porches properly supported without sagging or unsafe boards?**	_____	_____	_____
14.	**Are there a sufficient number of trash receptacles with lids for the interior and exterior of rental premises?**	_____	_____	_____
15.	**Are all occupancy regulations for the rental premises adhered to?**	_____	_____	_____
16.	**Are smoke detectors installed within ten (10) feet of every bedroom door and equipped with batteries, which are replaced annually?**	_____	_____	_____
17.	**Have you informed your tenants that they must comply with the trash and recycling ordinances?**	_____	_____	_____
18.	**Is the incoming electrical service sufficient to safely supply internal electrical use?**	_____	_____	_____
19.	**What is the square footage of each rental unit excluding exterior storage and garage?** ***(Must be completed to occupancy determination)***		_____	
20.	**Is the property heated by gas, oil or electric?**		_____	
21.	**List the number of bedrooms.**		_____	
22.	**List the number of lavatories**		_____	
23.	**I consent to the rental premises being inspected by the authorized City Inspectors on at least two (2) days notice**		_____ ***(Signature)***	

~~~CERTIFICATION~~~

I hereby certify that the above information is true to the best of my knowledge, information and belief. I am aware that if the foregoing information is willfully false, I am subject to penalties. Each person occupying the property is responsible for complying with all city ordinances.

_____ ***Date***

_____ ***Signature of Owner***