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COUNTY OF ESSEX, NEW JERSEY



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VERONA, NEW JERSEY 07044

## THE NEW JERSEY LANDLORD REGISTRATION ACT

By law, every landlord of a dwelling, **except owner-occupied premises with not more than two (2) rental units**, must file with the clerk of the municipality in which the residential property is situated, or with the Bureau of Housing Inspection in the Department of Community Affairs, a certificate of registration  
(*N.J.S.A. 46:8-28*).

If your building **contains three (3) or more apartments**, the landlord must register with:

**New Jersey Department of Community Affairs  
Bureau of Housing Inspection  
PO Box 810  
Trenton, New Jersey 08625-0810  
(609)9-633-6225**

The Department of Community Affairs will forward a copy of the filed statement to the Municipal Clerk for the public records of the municipality.

In addition to the filing of the registration statement, landlords are required to provide each tenant with a copy of the registration certificate (*N.J.S.A. 46:8-28-29*). The landlord should have the tenant sign and date a copy "received" when the tenant moves in and the record should be made a permanent part of the tenant's file.

