



TOWNSHIP OF RIVERSIDE  
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[www.riversidetwp.org](http://www.riversidetwp.org)

**ANNUAL RENTAL FACILITY REGISTRATION PURSUANT TO ORDINANCE 2001-6A**

**\$100 PER UNIT ANNUALLY (1 AND 2)  
INCLUDED INSPECTION EVERY TWO YEARS**

**PROPERTY ADDRESS:** \_\_\_\_\_ **BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

**NUMBER OF UNITS:** \_\_\_\_\_ **NUMBER OF SLEEPING ROOMS:** \_\_\_\_\_

**PLEASE ANSWER ALL QUESTIONS IN ENTIRETY LEAVING NOTHING UNANSWERED**

Name, address, phone number, and email address of record owner(s) of unit. If a partnership, name, address, and both day and night of all general partners. If a corporation, LLC, or investment company the legal name of the owner(s), registered agent and corporate officers with both day and night phone numbers are required.

**LEGAL NAME(S):** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

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

**PHONE NUMBER:** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_

If the owner is not a resident of Burlington County, provide the name and address of a person who resides in Burlington County who is authorized to accept notices from a tenant to issue receipts therefore and to accept service of process on behalf of the record owner(s).

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

**PHONE NUMBER:** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_

Name and address of regular maintenance service, if applicable.

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

**PHONE NUMBER:** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_

Name, address, and phone number of individual to contact in case of emergency.

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

**PHONE NUMBER:** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_

Name and address of every holder of a recorded mortgage on the premises.

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

Name and address of the fuel oil dealer servicing the building and the grade of oil if fuel oil is used to heat the building and the landlord furnishes the heat in the building.

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