



TOWNSHIP OF RIVERSIDE
PO BOX 188
RIVERSIDE, NJ 08075
TEL: 856-461-1460
FAX: 856-461-3260
www.riversidetwp.org

**APPLICATION FOR CHANGE IN TENANT
(1-2 UNITS)**

DATE: _____

FEE: \$50 per unit

CONTACT PERSON: LANDLORD PROPERTY MANAGER

PROPERTY ADDRESS: _____

BLOCK: _____ LOT: _____ UNIT NUMBER: _____

LANDLORD INFORMATION

NAME: _____

(Please no LLC., INC. Etc. names in this section)

MAILING ADDRESS: _____

PHONE NUMBER: _____ **EMAIL ADDRESS:** _____

PROPERTY MANAGER INFORMATION

NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ **EMAIL ADDRESS:** _____

There is no Property Manager



TOWNSHIP OF RIVERSIDE
PO BOX 188
RIVERSIDE, NJ 08075
TEL: 856-461-1460
FAX: 856-461-3260
www.riversidetwp.org

PLEASE LIST THE NAMES OF ALL THE TENANT(S) MOVING INTO THE PROPERTY, AND THEIR RELATIONSHIP TO EACH OTHER. (If under the age of 18, please just list child).

NAME(S):

_____	Relationship _____	UNIT #: _____
_____	Relationship _____	UNIT #: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT #: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT #: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT #: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____
_____	Relationship _____	UNIT#: _____

BEST NAME & CONTACT PHONE NUMBER OF NEW TENANTS:

Unit 1: _____

Unit 2: _____

Unit 3: _____

*** PLEASE BE ADVISED THAT ALL RENTAL PROPERTIES MUST OBTAIN A CERTIFICATE OF HABITABILITY BEFORE THE PROPERTY CAN BE OCCUPIED. YOU CAN CONTACT JRANSBURGH@RIVERSIDETWP.ORG FOR ADDITIONAL INFORMATION.**

***IF A TENANT(S) IS FOUND TO ALREADY BE OCCUPYING THE RENTAL UNIT PRIOR TO ANY 1-2 UNIT CHANGE IN TENANT INSPECTION(S) BEING SCHEDULED, A \$250.00 PENALTY WILL BE ISSUED. FAILURE TO PAY THAT PENALTY WILL RESULT IN A SUMMONS FOR MUNICIPAL COURT.**