



Office of the Township Clerk | Township of Montclair
205 Claremont Avenue | Montclair, New Jersey 07042
Telephone: 973-509-4900 | Fax: 973-509-0874
Email: registrations@montclairnjusa.org

**LANDLORD IDENTITY REGISTRATION FORM
FOR SINGLE UNIT DWELLINGS AND TWO UNIT DWELLINGS
THAT ARE NOT OWNER-OCCUPIED**

Pursuant to N.J.S.A. 46:8-28, 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.

Landlords of single unit dwellings and two-unit dwellings that are not owner-occupied located in the Township of Montclair shall complete the attached Landlord Identity Registration Form and file same with the Office of the Township Clerk. Landlords shall then distribute the filed Form to their tenant(s). 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.

Landlords should contact the Montclair Fire Department, Fire Prevention Bureau at 973-509-4769 to obtain an application for dwelling smoke detector, carbon monoxide & fire extinguisher certification.

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
609-633-6216**