



# CITY OF OCEAN CITY

## APPLICATION FOR RENTAL REGISTRATION

Owners of residential rental units and commercial rental units are required to obtain a Rental Registration annually. This application will be used to generate an invoice and is only required once upon initial registration. Renewals are automatically invoiced each year, at least 30 days prior to a 06/30 due date.

PROPERTY ADDRESS: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ UNIT/QUALIFIER: \_\_\_\_\_ YEAR BUILT: \_\_\_\_\_

NAME OF OWNER \_\_\_\_\_

OWNER MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBERS \_\_\_\_\_

EMAIL \_\_\_\_\_ DATE RENTALS BEGIN \_\_\_\_\_

**Common forms of payment are accepted by mail, in-person, or online.**  
*Please check the appropriate boxes.*

### **Residential Seasonal "Short-Term" Rental**

ONE RENTAL UNIT.....\$175.00

TWO RENTAL UNITS.....\$350.00

**MORE THAN TWO RENTAL UNITS AT ONE LOCATON,  
CONTACT THIS OFFICE AT 609-399-6111 X9701 or email:  
[licensing@ocnj.us](mailto:licensing@ocnj.us)**

### **Residential Yearly "Year-Round" Rental**

*Year-Round rental shall mean a lease period of 175 days or more.*

**ONE & TWO RENTAL UNITS:** Registration is Required. There is **NO FEE**, though owners must provide documentation of yearly tenancy.  
***Yearly rentals built before 1978 require lead paint inspection***

<i>FOR OFFICE USE</i>
ID # _____
CHECK # _____
DATE _____
AMOUNT _____

### **Commercial Rental** *Leased Non-Residential Units.*

ONE LEASED UNIT .....\$30.00

TWO LEASED UNITS.....\$60.00

THREE TO FIVE LEASED UNITS.....\$125.00

EACH ADDITIONAL UNIT.....\$10.00

*All rentals are required to annually submit certificate of liability insurance (NJ § 40A:10A)  
Residential rentals in 1 & 2 family dwellings require Certification of Smoke and CO Alarm*