



MINE HILL TOWNSHIP

Municipal Building ~ 10 Baker Street ~ Mine Hill, New Jersey 07803

BUREAU OF FIRE PREVENTION

Thomas Trapasso Tel: 973-366-9031

Fire Marshal Fax: 973-366-1626

firemarshal@minehill.com

Annual Fire Safety Inspection Application for Rental Properties (Fee \$150)

Address of Property _____

Unit # _____ Block _____ Lot _____

(A form must be completed for each rental unit)

Current Property Owner _____

Business Name _____

Address _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address _____

Tenant Information

(Must include all residents living in the rental)

Name	Phone Number

Description of Dwelling:

- Single Family
- Duplex
- Multi-family
- Townhouse/Condo
- Other

Number of.....

Floors, including basement _____
 Bedrooms _____ Kitchens _____
 Bathrooms _____ Garage/Sheds _____
 Smoke Detectors _____
 CO Detectors _____

Type of Heat

- Oil Gas Electric

Please check all that apply:

<input type="checkbox"/> Finished Basement	<input type="checkbox"/> Unfinished Basement
<input type="checkbox"/> Municipal Sewer	<input type="checkbox"/> Septic
<input type="checkbox"/> Municipal Water	<input type="checkbox"/> Private Well
<input type="checkbox"/> Fire Extinguisher Present in Kitchen	<input type="checkbox"/> House # Identification

PLEASE ATTACH A COPY OF THE FLOOR PLAN TO THIS APPLICATION

Responsible Party/Property Manager (A person who resides in Morris County and is authorized by the property owner to accept notices from the tenant or municipality, to issue receipts for these notices, and to accept service of process on behalf of the property owner and who may be reached at any time in the event of an emergency – if additional contacts are needed, please use reverse side or attach additional sheet if necessary).

Name: _____

Address: _____

Telephone#: _____

24 Hour Telephone#: _____ Email: _____

Owner Certification:

I hereby certify that all of the information provided on this application is true to the best of my knowledge and belief. I am aware that if the foregoing information is willingly false, that I am subject to penalties and criminal prosecution. I hereby certify that I am fully aware that a **new application needs to be filed annually (every year)** or if there is a **change in tenancy, which then I am required to re-register the property with the names of the new tenants.**

Owner Signature: _____ Date: _____

~~~~~FOR OFFICE USE ONLY~~~~~

Date Received \_\_\_\_\_ Fee \_\_\_\_\_ Cash/Check# \_\_\_\_\_  
Control # \_\_\_\_\_ Received (initials) \_\_\_\_\_ Date \_\_\_\_\_