



Borough of Seaside Park

CODE ENFORCEMENT OFFICE

732-250-7569
Fax 732-375-3058

The Family Resort

313 SW Central Ave. • Seaside Park, New Jersey 08752

2025 RENTAL APPLICATION

PLEASE PRINT CLEARLY: Administrative staff will contact you via email/phone to schedule/confirm your inspection date.

Rental Property Address: _____ **BLOCK** _____ **LOT** _____

Owner Name: _____ Owner Phone Number: _____

Home Mailing Address: _____

Owner Email: _____

If using a Licensed Rental Agent: Name _____ Phone _____ Email _____

SCHEDULING: Inspections are completed Monday through Friday, as well as the following Saturdays (with limited space available), Feb. 15 & 22, Mar. 15 & 29, Apr. 12 & 26 and, May 10 & 17, between the hours of 9:00 AM & 12:00 noon, as well as between 1:00 PM & 3:00 PM. It is the responsibility of the **PROPERTY OWNER** to schedule the required inspection and, if necessary, to arrange with the tenant or rental agent for access. Must be scheduled **at least 2 weeks** in advance.

SEASONAL (SUMMER) RENTAL – APRIL 12, 2024-OCTOBER 11, 2024:

Applications submitted by and property inspected by:

Date	Fee
On or before May 1, 2024	\$100.00 per unit
May 2, 2023-May 31, 2024	\$150.00 per unit
After June 1, 2024	\$200.00 per unit

If re-inspection necessary: \$50 fee required prior to re-inspection.

ANNUAL (YEARLY) RENTAL -JANUARY 1, 2024-DECEMBER 31, 2024

Applications submitted by and property inspected by:

Date	Fee
On or before March 1, 2024	\$100.00 per unit
March 2, 2023-March 31, 2024	\$150.00 per unit
After April 1, 2024	\$200.00 per unit

If re-inspection necessary: \$50 fee required prior to re-inspection.

Requested Date for Inspection: _____AM / PM (circle one) We will confirm date via email/phone.

ANNUAL (year-round) _____ **SEASONAL** (April through October) _____ **Number of units:** _____

I am requesting Saturday Garbage Stickers _____ (See description in Rental Letter)

PLEASE CHECK IF THE ABOVE PROPERTY WILL NOT BE RENTED IN 2024 AND RETURN to this office _____

APPLICANT CERTIFICATION: I certify that the above statements and information on this application are true.

_____ Applicant is the Property Owner _____ Applicant is Licensed Rental Agent/Authorized Agent

Signature _____ **Date** _____

FOR OFFICE USE ONLY:

CONFIRMATION: EMAIL DATE _____ CALL DATE _____

Fee Paid \$ _____ Date Received _____ Received by: _____ Cash [] Check # _____

Current/Up to date - Taxes _____ Current/Up to date Water/Sewer _____ E _____ J _____ S _____ G _____ A _____

Liability Insurance Certificate _____ Lead Inspection Needed _____ Landlord Registration _____

HELPFUL HINTS

To help avoid re-inspection and re-inspection fee:

- A. Please be sure to close out any and all construction permits as well as any violations that may exist.
- B. All Property Taxes and Water & Sewer must be paid up to date BEFORE the inspection can take place.
- C. Interior
1. BOROUGH OF SEASIDE PARK QR CODE must be posted on the inside front door. The QR code will be provided to you at the time of inspection.
 2. Portable fire extinguisher must be mounted and in a means of egress.
 - ABC Rated
 - Between 2 ½ lbs and 10 lbs
 - Cannot be blocked by anything, or in an enclosed space
 - Must be replaced every 7 years
 3. Working smoke alarms 10-year sealed battery type or hardwired or interconnected smoke alarm system are required in every bedroom, within 10 feet of sleeping areas, as well as on each level of the structure.
 4. Working carbon monoxide detector on every level and within 10 ft of sleeping areas.
 5. All smoke and CO detectors must have been replaced within the last ten years.
 6. GFI's at any water source including washing machine, bathrooms and exterior outlets.
 7. Plumbing fixtures in good working order, including hot and cold water to sinks and tubs.
 8. Heating equipment properly installed and in good working order.
 9. Means of egress are safe and unobstructed.
 10. Floors, foundation, walls, ceilings, doors, and windows are all clean and in good condition, including paint/wallpaper.
 11. Free of rodents and insects.
 12. Window screens from May 15 to October 15.
 13. Locks cannot be double key.
 14. Exhaust fan in all bathrooms and/or an operable window.
 15. All utilities must be turned on.
- D. Exterior
1. All buildings/units must be numbered and be easily visible from roads.
 2. Trash & Recycling properly stored in approved containers. No white trash bags on curb. All white bags must be in trash can with lid. Containers used for garbage shall not exceed 45 gallons in capacity. [Added 9-10-2009 by Ord. No. 1492]
 3. Windows, roof, and exterior of building in good repair.
 4. Decks, porches, and balconies have safe railings, capable of supporting imposed loads.
 5. 3 or more steps must have a handrail.
 6. Roof, walls, windows, and exterior doors are all weather tight and free from holes and cracks.
 7. Premises free from litter, garbage, junk, rubbish, and debris.
 8. Lawns, hedges, bushes, or vegetation must be maintained and not hanging over onto sidewalks and/or curbs.
 9. Fences must be in good repair.
 10. Driveways, steps, sidewalks, and curbs are in good condition.
 11. Sheds, garages, and any accessory structures and maintained and in good repair.