



**RENT CONTROL BOARD
OF THE TOWN OF WEST NEW YORK, N.J.
428-60TH STREET
WEST NEW YORK, N.J. 07093-2231
(201) 295-5290/91/92**

Marielka Diaz
Commissioner
DEPT. OF PUBLIC AFFAIRS

RENTAL AGREEMENT APPLICATION

NAME OF ADDRESS OF LANDLORD:

PROPERTY ADDRESS:

APARTMENT #:

- 3 COPIES (1) Original rental agreement signed by tenant and landlord notarized. If there is Separate Lease Agreement with a tenant, attach a copy to the application.
- 3 COPIES (2) Current rent roll.
- (3) Rent board secretary’s certification.
- 3 COPIES (4) Bill and cancelled checks of work done.
- (5) Photos before and after repairs. Landlord is also to bring at the time of the hearing, photos of façade of the building and common areas of showing any improvements.
- 3 COPIES (6) Certificate of Substantial Compliance form Building Department.
- (7) Copy of the letter to the tenant serving application and proof of service. The landlord is required to notify of the hearing date and present proof of service at the hearing.
- (8) Original and copy of check for the application fee.
- 3 COPIES (9) Letter of work performed and the Apt. and total charges.
- (10) Has this Apt. unit been the subject of a rental agreement application prior to this application. If so attach a copy of determination. If not available supply the date of approval nature of renovation, expenditure and old rent and new rent.
- (11) If there is no receipt of the required cancelled checks within 45 days of submitting application, the application will be dismissed.

Old Rent	\$ _____
New Rent	\$ _____
Difference	\$ _____
Amount Spent	\$ _____

I certify that the foregoing application with attachment is true and accurate.

Date: _____

Landlord or Agent’s Signature

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*IF AND WHEN THE TENANT MOVES OUT, THE NEW TENANT MUST SIGN AGAIN IN THIS OFFICE BEFORE MOVING IN.

REVIEW OF RENTAL AGREEMENTS

LANDLORD: _____ DATE: _____

AGENT FOR LANDLORD: _____

LANDLORD/AGENTS ADDRESS: _____

LANDLORD/AGENTS TELEPHONE #: _____

TENANT NAME: _____

PREVIOUS OR CURRENT ADDRESS OF TENANT: _____

TELEPHONE #: _____

ADDRESS OF BUILDING: _____

APARTMENT #: _____

FORMER BASE RENT \$ _____

NEW BASE RENT \$ _____

DATE OF OCCUPANCY _____

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SCHEDULE OF IMPROVEMENTS
TO APT.

RENTAL AGREEMENTS

DATE:

NAME OF CONTRACTOR	WORK PERFORMED:	COST:
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____

TOTAL: \$ _____

ATTACH BACK UP (ESTIMATES, INVOICES & CANCELLED CHECKS) IN ORDER OF IMPROVEMENTS.

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RENTAL AGREEMENT

I, _____, DO HEREBY ENTER THIS

RENTAL AGREEMENT WITH _____ I DO
HEREBY CERTIFY THAT THE TENANT IS AWARE OF THE PREVIOUS
TENANTS RENT WHICH IS INDICATED ON THE FIRST PAGE OF THIS
AGREEMENT.

I ALSO CERTIFY THAT I AM IN COMPLIANCE WITH ALL MUNICIPAL RENT
CONTROL LAWS, BOARD OF THE HEALTH REGULATIONS AND ANY
MUNICIPAL & STATE HOUSING CODES, I ALSO UNDERSTAND THAT THE
NEW RENT IS CURRENTLY MORE THAN ALLOWABLE INCREASE FOR THIS
APARTMENT AND DOES NOT CONFORM TO THE CURRENT RENT CONTROL
LAWS IN EFFECT AT THIS TIME IN WEST NEW YORK, THEREBY
REQUESTING RELIEF FORM THE RENT CONTROL BOARD OF THE TOWN OF
WEST NEW YORK ACCORDING TO CHAPTER 312 OF THE TOWN CODE. WE DO
VOLUNTARILY SIGN THIS AGREEMENT AND HAVE SET OUR HANDS TO SIGN
SAID RENTAL AGREEMENT, THIS _____ DAY OF _____ 20____. A.D.

SIGNATURE OF LANDLORD

Sworn to before me this ____
Day of _____ 20____.

PRINT NAME OF LANDLORD

SIGNATURE OF TENANT

PRINT NAME OF TENANT

Notary Public of New Jersey
OR Authorized Official

ENCLOSED: YES _____ NO _____

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CONTRATO DE ARRENDAMIENTO

YO, _____, POR MEDIO DE ESTE DOCUMENTO INTRODUCO ESTE

CONTRATO DE ARRENDAMIENTO CON _____ YO POR MEDIO DE ESTE DOCUMENTO CERTIFICO QUE EL INQUILINO ESTA INFORMADO DE LA RENTA ANTERIOR DE LOS INQUILINOS, LA CUAL ESTA INDICADA EN LA PRIMERA PAGINA DE ESTE CONTRATO. YO TAMBIEN CERTIFICO QUE ESTOY DE ACUERDO CON TODAS LAS LEYES MUNICIPALES Y ESTALES DE CONTROL DE RENTA Y CODIGOS DE VIVIENDAS. TAMBIEN ENTIENDO QUE LA NUEVA RENTA ES MAYOR QUE LA ACTUALMENTE PERMITIDA PARA ESTE APARTAMENTO Y NO ESTA DE ACUERDO CON LAS LEYES ACTUALES DE CONTROL DE RENTAS VIGENTE EN ESTE MOMENTO EN WEST NEW YORK. DEBIDO A ESTO ES QUE PIDO ASISTENCIA DE LA JUNTA DEL CONTROL DE RENTA DE LA CUIDAD DE WEST NEW YORK CONFORME AL CAPITULO 312 DEL CODIGO DE WEST NEW YORK.

NOSOTROS VOLUNTARIAMENTE FIRMAMOS ESTE DOCUMENTO Y HEMOS PUESTO NUESTRAS MANOS PARA FIRMAR EL MENCIONADO CONTRATO DE ARRENDAMIENTO ESTE _____ 20_____

FIRMA DEL PROPETARIO

NOMBRE DEL PROPETARIO
LETRAS DE IMPRENTA

Jurado ante mi este _____
_____, 20_____ D.C.

FIRMA DEL INQUILINO

NOMBRE DEL INQUILINO DE
LETRAS DE IMPRENTA

Notario Público de New Jersey OR
U otra persona Autorizada

ADJUNTO: SI _____ NO _____