



THE CITY OF NEW BRUNSWICK OFFICE OF RENT CONTROL

CIVIC SQUARE • 25 KIRKPATRICK STREET • PO Box 269
NEW BRUNSWICK, NJ 08903

Vacancy Decontrol Application

Owner Information:

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone: _____

Vacating Unit Information:

Property Address: _____ Unit # _____

Vacating Tenant's Base Rent: \$ _____ / mo.

of Years Unit Has Been Offered As A Rental Unit:

Check ONE

Less than 2 2-5 Yrs. More than 5 Yrs.

Surcharges if any:
Hardship: \$ _____ / mo.
Capital impr: \$ _____ / mo.

NEW TENANT LEASE START DATE: _____

Vacancy Adjustment Request:

Complete this section only if you seek a CPI + 4% for a Vacancy Adjustment

Date of Most Recent Vacancy Adjustment (CPI + 4%) Increase: _____

Base Rent Increase % (CPI): 2.5% for 2010 only
+ Adjustment Factor: 4.0%
= Vacancy Adjustment Increase (VAI)%: 6.5%

Base Rent (from above section) \$ _____

Allowable Increase = Base Rent x VAI \$ _____

New Adjusted Rent Maximum = Base Rent + Allowable Increase
\$ _____ / mo.

Market Vacancy Decontrol Request:

Complete this section only if you seek a Market Decontrol

Date of Most Recent Market Decontrol, if any: _____

Annual Rent for Previous Year (monthly rent x 12) \$ _____

15% of Annual Rent (minimum investment amount) \$ _____

Actual Investment in Improvements to THIS unit for the
Past 60 months \$ _____

❖ NEW MARKET RENT FOR THIS UNIT \$ _____

MUST
BE
SUBMITTED
45 DAYS
FROM DATE
OF
RE-
RENTING

Attach
Documentation
of all
investments in
the unit

* CHOOSE ONE OF THE FOLLOWING *

City of New Brunswick
Rent Control Office

Voluntary Vacancy Certification

I, hereby certify that I, _____, am the owner/landlord of the rental property located at _____ in New Brunswick and that the vacancy of Unit _____ at said property was voluntarily vacated as indicated below and that I have not committed or caused to be done any harassment, intimidation or other similar action to a tenant with the intent to have a tenant vacate the rental unit; any reduction by the landlord in services which causes the tenant to vacate the premises; any vacation of the premises which is coerced; or any failure to file certifications and/or affidavits when required under by the City of New Brunswick Rent Control Ordinance for the purpose of obtaining a vacancy decontrol, unless excused for good cause, provided, however, that this provision shall not limit a landlord or his agent from any act specifically authorized under the laws of the State of New Jersey.

- Vacancy was accomplished by a legal process of law identified by Court Docket Number _____ Date of Hearing _____
- Vacancy was accomplished by the willful abandonment by former tenant
- Vacancy was accomplished by the tenant upon termination of a written lease or other periodic tenancy

The foregoing statements are made by the undersigned under oath and with full knowledge that if any of the same is a willful misstatement of fact; the penalties provided by law for perjury shall apply.

Owner/Landlord

Sworn to and Subscribed before me this _____ day of _____, 200__

NOTARY PUBLIC OF NEW JERSEY

NOTICE TO THE NEW TENANT
FOR A VACANCY DECONTROL APPLICATION

Date: _____

Dear: _____
(Tenants Name)

This letter is to serve notice that I, _____,
(Landlord/Owner)
have made an application for a

(Check one)

	Market Vacancy Decontrol
	Vacancy Adjustment

to the New Brunswick Office of Rent Control for the unit/Apt. below:

_____ \$ _____
(Property Address) (Unit/Apt. #) (Monthly Rent)

This notice shall be attached to your signed lease with a lease start date of

_____.
(Date)

Thank you,

X _____
(Landlord/Owner signature)

**Original notarized statement MUST be submitted with your application. You may use this copied form to put your new tenant on notice.*

LANDLORD USE ONLY

I HAVE HEREBY NOTIFIED THE ABOVE TENANT THAT I HAVE APPLIED FOR A VACANCY DECONTROL REQUEST AT THE ABOVE ADDRESS SUBMITTED AND HAVE ATTACHED A COPY OF THIS NOTICE TO THE TENANT'S LEASE.

Owner/Landlord signature

Sworn to and Subscribed before me this _____ day of _____, 200__

NOTARY PUBLIC OF NEW JERSEY