



Borough of Lincoln Park  
Borough Clerk's Office  
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[cfitzpatrick@bolp.org](mailto:cfitzpatrick@bolp.org)

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**LIABILITY INSURANCE REGISTRATION FORM FOR ALL BUSINESSES AND RENTAL PROPERTIES**

Pursuant to the requirements of N.J.S.A. 40A:10A-1 and N.J.S.A. 40A:10A-2, all owners of a business or rental unit or units, and the owner of a multi-family home of four or fewer units, one of which is owner occupied, located in the Borough of Lincoln Park must **annually** file a certificate of insurance with the Borough Clerk's Office. This form must be filed by **January 31** of each calendar year, or within 30 days of obtaining ownership of the business or rental unit or units. Please check the box containing the applicable minimum limits and provide a copy of the certificate of insurance:

- For Businesses – Liability insurance for negligent acts and omissions in an amount of no less than \$500,000 for combined property damage and bodily injury to or death of one or more persons in any accident or occurrence
- For Owner of a rental unit or units, other than a multi-family home which is four or fewer units, one of which is owner-occupied, - Liability insurance for negligent acts and omissions in the amount of no less than \$500,000 for combined property damage and bodily injury to or death of one of more persons in any one accident or occurrence
- For Multi-Family Home of Four or Fewer Units, one of which is owner occupied - Liability insurance for negligent acts and omissions in the amount of no less than \$300,000 for combined property damage and bodily injury to or death of one of more persons in any one accident or occurrence

**An annual registration fee of \$25.00 is required.** If paid by check, kindly make the check payable to the “**Borough of Lincoln Park**”.

By submitting this form and by signing below, I acknowledge that failure to file this form and a certificate of liability insurance that meets the above requirements by the filing deadline, will result in a fine of not less than \$500.00 but no more than \$5,000.00 which is collectable through a summary proceeding pursuant to the “Penalty Enforcement Law of 1999, “P.L. 1999, c.274 (C:2A:58-10 et seq.).

Name/Address of Applicant: \_\_\_\_\_  
Name/Address of Business/Rental Unit: \_\_\_\_\_  
Nature of Business: \_\_\_\_\_  
Phone Number of Applicant: \_\_\_\_\_  
Name/Policy # of the Insurance Company Providing Liability Insurance: \_\_\_\_\_  
Email Address of Business Owner or Landlord or Authorized Representative: \_\_\_\_\_  
Signature of Business Owner or Landlord or Authorized Representative: \_\_\_\_\_

**OFFICE USE ONLY:**

RECEIVED BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
CHECK NO: \_\_\_\_\_  
CASH: \_\_\_\_\_