

MOUNT OLIVE TOWNSHIP
BUSINESS INSURANCE REGISTRATION FORM
MOUNT OLIVE TOWNSHIP CLERK'S OFFICE – 973-691-0900 EXT. 7291
20 _____

TOWNSHIP CLERK SIGN OFF ONLY

REGISTRATION FORM RECEIVED: _____
CERTIFICATE OF INSURANCE RECEIVED: _____
REGISTRATION FEE(S) PAID: _____
MUNICIPAL INSURANCE REGISTRATION CERTIFICATE ISSUED: _____

Per Ordinance #28-2022

Any business owner, rental unit owner, or owner of a multifamily home that is four or fewer units, one of which is owner occupied, located within the Township of Mount Olive shall file a completed municipal insurance **registration form** and **certificate of insurance** with the Township Clerk and shall pay the **required fee**. (The annual fee for registration is \$25.00)

- A. In the event that two (2) or more businesses occupy the same location, the owner shall be required to complete a separate municipal insurance registration form and obtain a separate certificate for each such business.
- B. In the event that the same owner conducts businesses at two (2) or more locations, a separate business registration form and certificate shall be required for each location.

CHECK OFF WHICH ONE APPLIES:

_____ The owner of a business or the owner of a rental unit or units, other than a multifamily home as set forth in § 130-1B (of Ordinance #28-2022), shall be required to maintain liability insurance for all 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 one accident or occurrence.

_____ The owner of a multifamily home which is four or fewer units, one of which is owner-occupied, shall maintain liability insurance for negligent acts and omissions in an amount of no less than \$300,000 for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence.

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- (1) The name of the owner.
- (2) The nature of and address of the business, rental unit(s) or multifamily home(s).
- (3) The business address of the owner.
- (4) The home address of the owner.
- (5) The business telephone number of the owner
- (6) The home telephone number and/or cell number of the owner.
- (7) The trade name or other business identification titles used by the owner.

NOTE: A new certificate will be required annually for each calendar year. All certificates shall be renewed no later than January 15 of each year. It shall be the responsibility of any owner conducting, operating, or engaging in any business covered by this requirement to apply for a certificate at the Office of the Township Clerk. Please allow ample time for renewal to be processed.

DATE: _____

SIGNATURE OF OWNER: _____

EMAIL ADDRESS OF OWNER: _____