



Fire Safety Inspection

Dear Beach Haven resident,

Please be advised, if you are planning on renting your property this year you **must** contact the Borough of Beach Haven to apply for a *Fire Safety Inspection* for your residence pursuant to the Uniform Fire Safety Code, N.J.A.C. 5:70.

- **For seasonal rentals – annual inspection is required by May 31st.**
- **For long-term rentals – inspection is required prior to change in tenant.**

OPTIONS FOR COMPLETING THE APPLICATION PROCESS:

1. **In person**, bring your application, proof of liability insurance, and payment to the Clerk's office, at Borough Hall, 300 Engleside Ave., Beach Haven, payment accepted via cash, check (made payable to the Borough of Beach Haven), or credit card (surcharge applied)
2. **By mail**, send the application, proof of liability insurance, and a check (made payable to the Borough of Beach Haven), to the Clerk's office at 300 Engleside Ave., Beach Haven.
3. **By email**, scan application and proof of liability insurance to fireinspection@beachhaven-nj.gov and call 609-492-0111 x210 to pay by credit card (surcharge applied)

Scheduling your inspection: Once a completed application, proof of insurance, and payment have been received, applicants will be emailed a link to a scheduling website to set up their own appointment.

Fees:

1. **\$35.00** for seasonal rental applications received on or before May 31st, all long-term rentals, and any third and subsequent reinspection of any property failing for any reason
2. **\$70.00** for seasonal rental applications received after May 31st.

***Owners with more than one rental unit*:**

Within the same block and lot: submit a separate application for each unit, pay one application fee only

With different blocks and lots: submit a separate application and payment for each property

Application is on the back of this letter and can also be found on the Clerk's page of the Borough's website: beachhaven-nj.gov

Please call or email with any questions, 609-492-0111, x210 or x215, mbunce@beachhaven-nj.gov.

Yours Truly,

Mary Clare Bunce, CMR
Deputy Manager/Clerk