



Borough of
RUTHERFORD
Office of the Borough Administrator

176 Park Avenue | Rutherford, NJ 07070 | 201-460-3004

Robert J. Kakoleski
Borough
Administrator

June 2024

re: Annual Business & Rental Insurance Registration

Dear Property Owner/Business Owner:

You are receiving this correspondence because the State of New Jersey adopted new legislation called “Business and Rental Unit Liability Insurance Implementation of P.L. 2022, c. 92 P.L. 2022, c. 92”. It was signed into law on August 5, 2022 and institutes a new minimum liability insurance requirement for owners of businesses and rental units (whether residential or non-residential). Such owners will be required to annually register the certificate of insurance in the municipality where the business or rental unit is located. It establishes “Minimum Insurance Coverage Effective” for new insurance policies issued on or after November 3, 2022. The law requires:

1. *The owner of a business, or one or more rental units, to maintain 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 one accident or occurrence. Such insurance could be provided as part of policies such as those for commercial general liability, personal liability, or an umbrella insurance policy.*
2. *The owner-occupied two-family, three-family, or four-family homes are subject to a lower \$300,000 coverage minimum which becomes effective for insurance policies issued on or after February 1, 2023.*

The law requires the annual registration of the certificates of insurance with the municipality. The enclosed “Annual Business & Rental Insurance Registration” form should be completed and returned to the Rutherford Borough Clerk at 176 Park Avenue, Rutherford, NJ 07070 along with a registration fee of \$100.00. The Borough Clerk will issue a “compliance certificate” within seven (7) days of receipt. **This is an annual registration which is required to be completed by July 15th each year.**

Failure to comply with this law pursuant to the “Penalty Enforcement Law of 1999” (N.J.S.A. 2A:58-10 et seq.), the Borough may collect a fine of not less than \$500, but no more than \$5,000, against an owner.

If you have any questions, please feel free to contact the Borough Clerk’s office at 201-460-3001.

Respectfully,

Robert J. Kakoleski
Borough Administrator



Borough of
RUTHERFORD

Office of the Borough Clerk

176 Park Avenue | Rutherford, NJ 07070 | 201-460-3001

Margaret M. Scanlon
Borough
Clerk

ANNUAL BUSINESS & RENTAL INSURANCE REGISTRATION FORM

DUE: JULY 15th each calendar year

(In accordance with Borough Code, Chapter 48-Insurance & P.L. 2022, c. 92)

Check appropriate box below and return form with the Certificate of Insurance and \$100 fee to:

BOROUGH OF RUTHERFORD

ATTN: Borough Clerk

176 Park Avenue

Rutherford, NJ 07070

Owner of a Business OR Owner of a Rental unit or units

Certificate of Insurance - Minimum of \$500,000 in liability insurance to include property damage & bodily injury to or death of one or more persons in any one accident or occurrence.

If an owner conducts business at two (2) or more locations in Rutherford, a separate certificate for each location shall be required.

(PLEASE PRINT THE FOLLOWING INFORMATION)

Business Name: _____

Business Address: _____

Owner's Name: _____

Owner's Address: _____

Phone Number: _____

Email Address: _____

Note: If business and rental unit(s) is located in the same building, then only one (1) registration is required.

Owner Occupied Multi-Family Home with 2 - 4 or less units

Certificate of Insurance - Minimum of \$300,000 in liability insurance to include property damage & bodily injury to or death of one or more persons in any one accident or occurrence.

(PLEASE PRINT THE FOLLOWING INFORMATION)

Owner's Name: _____

Street Address: _____

Phone Number: _____

Email Address: _____

Signature

Date