



Renaissance Village I Condominium Association

REQUIRED ANNUAL Census Form & Contact Information

Dear: **Owner & Occupants,**

Included in this mailing is the 2021 annual census form. It is important that we have every owner and occupants' contact information. In the event of an emergency in the buildings or community we will need to communicate with you. Please complete the appropriate census form, which ever form applies - either OWNER OCCUPIED OR TENANT OCCUPIED (if rented, provide all required documents & fees) and the vehicle census form and return to management by May 31, 2021 Non-Compliance could result in fines being assessed to the condo unit.

(if there is no change of previously provided information – forms MUST Still be returned, please note NO CHANGES).

If your updated information is not received, a fine may be assessed to your association account in the amount of \$50 and every month thereafter will be an additional \$50.00 per month for non-compliance, until Census form(s) are received. Unpaid fines will be treated like any other delinquent account.

All Landlords who have **Tenants** living in their unit(s) **Must attach a current copy of the Landlord and Tenant Lease and Proof of proper Homeowners Insurance** to the 2021 Census Form. All landlords should have the proper insurance to rent out their condo and all tenants must have the proper renter's insurance. Proof of this insurance must be sent to the management office to be kept on file. You may send to us a copy of the insurance declaration pages.

NOTE To Landlords: The Association charges a \$350.00 Administrative New Lease Fee to process all **NEW** Lease Agreements. The Association charges a \$50.00 fee annually for processing lease **RENEWALS**. Renewals are defined as same tenants or increase in annual lease amounts. Any change in names on lease is a New Lease. Please forward the proper administration lease fee when you submit your documents. Checks must be made out to: Renaissance Village Condominium Association. Unpaid lease fees will accrue late charges.

All Documents can be returned to us by the follow means.

- **Email:** scanned copies or quality images to renaissancevillagecensus@mpm-nj.com.
- **US Mail to:** Renaissance Village I c/o Midlantic Property Management
315 Raritan Ave., Highland Park, NJ 08904
- **Via fax to:** 732-828-7238

Should you have any questions, please email cherilr@mpm-nj.com or Tylerw@mpm-nj.com or call Midlantic Property Management at the number listed above.

Thank you for your cooperation in this very important matter.

On Behalf of the Renaissance Village I Condominium Association,

A handwritten signature in black ink, appearing to read "Tyler Weingart".

Tyler Weingart, CMCA, Community Manager



CENSUS FORM 2021

Tenant Occupied Condo Census Form

Send this form to Midlantic Property Management at 315 Raritan Ave., Highland Park, NJ 08904,
Email to: renaissancevillagecensus@mpm-nj.com or Fax to: 732-828-7238

UNIT OWNER INFORMATION

EMERGENCY PHONE # _____
(Someone available to contact in case of emergency)

OWNER(S) OF RECORD: _____

ADDRESS OF OWNER(S): _____

PHONE NUMBERS: (Home #) _____ (Cell #) _____

E-Mail Address: _____

IF THE CONDO UNIT IS RENTED, THE LANDLORD AND TENANT MUST FILL OUT THE FOLLOWING SECTION AND PROVIDE PROOF OF PROPER HOMEOWNER'S INSURANCE.

TENANT INFORMATION

NAME(S): _____

CONDO UNIT ADDRESS: _____

PHONE NUMBER: (Home #) _____ (Cell #) _____

E-Mail Address: _____

LEASE EXPIRATION DATE: _____

NUMBER OF INDIVIDUALS RESIDING IN THE UNIT: _____

WRITE NAMES OF ALL INDIVIDUALS RESIDING IN THE UNIT:

_____	Age _____	_____	Age _____
_____	Age _____	_____	Age _____
_____	Age _____	_____	Age _____

A COPY OF LANDLORD AND TENANT LEASE MUST ACCOMPANY THIS CENSUS FORM. A NEW LEASE FEE IS \$350.00 AND RENEWAL LEASE FEE IS \$50.00. MAKE ALL CHECKS PAYABLE TO "RENAISSANCE VILLAGE CONDOMINIUM ASSOCIATION". (A "New Lease" is defined by any lease agreement that is a first-time agreement or with different parties in part or in whole. A "Renewed Lease" is defined as any lease agreement that is with all the same exact parties as the prior lease.)

VEHICLE INFORMATION

***** Please complete the 2021 Vehicle form, included to complete the Census. *****

PLEASE BE ADVISED THAT THE CENSUS FORM MUST BE MAILED BACK TO THE MANAGEMENT OFFICE BY May 31st, 2021, OR A VIOLATION FINE WILL BE POSTED TO YOUR UNIT'S ACCOUNT FOR NON-COMPLIANCE.



CENSUS FORM 2021

Owner Occupied Condo Census Form

Send this form to Midlantic Property Management at 315 Raritan Ave., Highland Park, NJ 08904,
Email to: renaissancevillagecensus@mpm-nj.com or Fax to 732-828-7238

UNIT OWNER INFORMATION

EMERGENCY PHONE # _____
(Someone available to contact in case of emergency)

OWNER(S) OF RECORD: _____

ADDRESS OF OWNER(S): _____

PHONE NUMBERS: (Home #) _____ (Cell #) _____

E-Mail Address: _____

NUMBER OF INDIVIDUALS RESIDING IN THE UNIT: _____

WRITE NAMES OF ALL INDIVIDUALS RESIDING IN THE UNIT:

_____	Age _____	_____	Age _____
_____	Age _____	_____	Age _____
_____	Age _____	_____	Age _____

VEHICLE INFORMATION

*****Please complete the 2021 Vehicle form, included to complete the Census *****

PLEASE BE ADVISED THAT THE CENSUS FORM MUST BE MAILED BACK TO THE MANAGEMENT OFFICE BY May 31st, 2021, OR A VIOLATION FINE MAY BE POSTED TO YOUR UNIT'S ACCOUNT FOR NON-COMPLIANCE.

c/o Managing Agent
Midlantic Property Management
315 Raritan Avenue, Highland Park, NJ 08904
(732) 828-7200 | Fax: (732) 828-7238



Renaissance Village I Condominium Association

2021 Vehicle Form

Condo Unit Number: _____

OWNER OF RECORD: _____ Cell phone(s): _____

ADDRESS OF OWNER _____

Phone numbers are important for emergency and snow alerts as well as to quickly resolve emergencies and to help keep costs down by allowing us to get in touch with owners of vehicles parked blocking snow service or other construction work.

E-Mail Address(s) _____

Email information is vital to notify members of emergent issues that mail is too slow to address.

Homeowner: _____ OR Renter: _____ Lease Term: _____

(If rented, please include the copy of your lease showing your name and lease term).

Vehicle Information

List ALL vehicles owned, leased or in use by the occupants of your condo. This is required to assist in locating vehicle owners and to avoid towing.

UNREGISTERED VEHICLES MAY BE TOWED

A copy of the vehicle insurance card and vehicle registration must be sent back for each vehicle, only properly insured and registered vehicles are permitted to be parked in the community.

MAKE & MODEL OF VEHICLE	COLOR	YEAR	LICENSE PLATE #	STATE
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

This form MUST be returned by the listed due date or fines of \$250 may be assessed to your condo unit account monthly until the form is returned. Any violation of the policies regarding vehicles in the community may result in fines being imposed and possible towing at owners expense - No boats, trailers, campers, inoperable, unregistered, or unsafe vehicles are permitted on the common elements by any owner. Overnight storage of trucks, which exceed 20' in length, commercial vehicles, tractor trailers, or construction equipment are not permitted to park on common elements.

Abandoned vehicles – Once a vehicle is suspected abandoned/stolen North Brunswick Police Dept. will be provided vehicle information to run records search for ownership. If vehicle is towed, it is at the Owners expense. *Please note this includes any vehicle within the community that is not registered with the Association and or that does not have a Renaissance Village parking tag clearly visible.*

There is NO Parking in cross hashed areas adjacent to trash dumpsters, or in areas where signs designate restrictions, any vehicle in violation will be towed Immediately at the owners expense.

Snow - Owners must make every effort to clear and move vehicles while the plows are onsite, once space is clear, you will be allowed to return to your parking space.

This is not a complete list of parking rules & Regulations - for a more comprehensive list of parking and Association Rules & Regulation, make sure to see the Renaissance Village Welcome Rules and Regulations booklet or Governing Documents that were received at each closing.

Management and the Association will try to locate owners before towing vehicles, but if we do not have current contact information and vehicle information, we are unable to do this, so please help us by updating your contact information now and keeping management informed to all changes.

This information will be held in confidence and not shared with the public, used only to improve the services provided to our community.