

Appendix XI-X Verified Complaint – Residential Landlord Tenant

Notice: This is a public document, which means the document as submitted will be available to the public upon request. Therefore, do not enter personal identifiers on it, such as Social Security number, driver's license number, vehicle plate number, insurance policy number, active financial account number, active credit card number or military status.

Plaintiff or Filing Attorney Information:

Name _____

NJ Attorney ID Number _____

Address _____

Email _____

Telephone Number _____

Superior Court of New Jersey
Law Division, Special Civil Part
_____ County

Docket Number: LT _____

_____,
Name of Plaintiff(s)/Landlord(s),
referred to as "Plaintiff,"
v.

Civil Action

Verified Complaint Residential Landlord Tenant

_____,
Name of Defendant(s)/Tenant(s).
referred to as "Tenant."

- ☐ Non-payment of Rent
☐ Other (Required Notices Attached)

Address of Rental Premises: _____.

Tenant's Phone Number: _____.

Tenant's Email: _____.

1. The owner of record is (name of owner) _____.

2. Plaintiff is the ☐ owner ☐ owner's agent ☐ owner's assignee ☐ owner's grantee
☐ sublessor.

3. The owner is: an ☐ individual(s); ☐ sole proprietorship; ☐ general partnership
☐ a professional corporation; ☐ limited liability company; or ☐ other.

4. The landlord ☐ did ☐ did not acquire ownership of the property from the tenant(s).

5. The landlord ☐ has ☐ has not given the tenant(s) an option to purchase the property.

6. The property ☐ is ☐ is not owner-occupied with two or less rental units.

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7. The rental property ☐ is ☐ is not registered as required by the Landlord Identity Law, N.J.S.A. 46:8-28.
8. The tenant ☐ was ☐ was not given a copy of the registration.
9. The property ☐ is ☐ is not exempt from registration requirement. If exempt, state specific exemption: _____
10. The tenant ☐ is ☐ is not currently in possession of the rental unit without the consent of the landlord.
11. There is an ☐ oral lease or a ☐ written lease. If there is a written lease:
- a. It ☐ has ☐ has not been attached.
 - b. The written lease ☐ does ☐ does not exceed ten pages. The relevant portions of the lease must be attached, and must include:
 - ☐ any provisions specifying fees and charges as “additional rent”
 - ☐ any provisions outlining landlord’s notice obligations under any rental assistance program.
 - ☐ any provisions outlining grounds for eviction under any rental assistance program.
12. ☐ Check here if the tenancy is subsidized pursuant to either a federal or state program or the rental unit is public housing. Specify type of subsidy: _____
13. Required notices ☐ have been ☐ have not been served on tenant and/or Housing Authority and ☐ are ☐ are not attached to the complaint.

Non-Payment of Rent

14. The base rent for the rental unit is \$_____, payable on the _____ day of each ☐ month or ☐ week.
15. There is due, unpaid and owing from **tenant** base rent as follows:

Note: This does not include rent owed by DCA or other provider.

\$_____	base rent for _____	(specify the week or month)
\$_____	base rent for _____	(specify the week or month)
\$_____	base rent for _____	(specify the week or month)
\$_____	base rent for _____	(specify the week or month)
\$_____	base rent for _____	(specify the week or month)

Total Base Rent Due from Tenant \$_____

16. The rental unit is located in the municipality of _____. The rental unit ☐ is ☐ is not subject to a rent control or rent leveling ordinance.
17. Late fees, attorneys’ fees, or other charges ☐ are ☐ are not specified in the written lease as “additional rent.”

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18. ☐ There is due from tenant “additional rent.”

Note: Only late fees, attorneys’ fees and other charges that are specified as “additional rent” in the written lease, *and* are permitted by applicable federal, state, and local laws may be included below.

\$ _____	late charges for _____	(specify the week or month)
\$ _____	late charges for _____	(specify the week or month)
\$ _____	late charges for _____	(specify the week or month)
\$ _____	late charges for _____	(specify the week or month)
\$ _____	late charges for _____	(specify the week or month)
\$ _____	Other _____	(specify charge and month)
\$ _____	Other _____	(specify charge and month)
\$ _____	Other _____	(specify charge and month)
\$ _____	Other _____	(specify charge and month)
\$ _____	Other _____	(specify charge and month)

\$ _____ Total Permissible Additional Rent Due.

19. The filing fees paid by the plaintiff for this case are \$ _____

20. **Total Amount Due \$ _____**
(Base Rent, Permissible Additional Rent and Filing Fees)

21. There ☐ is ☐ is not a written rent ledger for this tenant.

22. If there is a written rent ledger, it ☐ is ☐ is not attached to the complaint.

23. **The date that the next rent is due is (date) _____.**

If this case is scheduled for trial before that date, the total amount you must pay to
a. have this complaint dismissed is (Total from line 20) \$ _____.

b. If this case is scheduled for trial on or after that date, the total amount you must pay
to have this complaint dismissed is (Total from line 23(a) plus the amount of the
next rent due) \$ _____.

These amounts do not include late fees or attorney fees for Section 8 and public housing tenants. Payment may be made to the landlord or the clerk of the court at any time before the trial date, but on the trial date payment must be made by 4:30 p.m. to get the case dismissed.

Reasons Other Than Non-Payment for Rent (Holdover)

24. Plaintiff seeks eviction for the following reason:

____ (Select from the list of Holdover Causes of Action on the back of the Landlord Case Information Statement).

Explanation: (Attached additional sheets if necessary.)

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Wherefore, plaintiff demands judgment for possession against the tenant.

Dated: _____

(Signature of Filing Attorney or Plaintiff Pro Se)

(Name of Attorney or Plaintiff Pro Se)

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Landlord Verification

1. I certify that I am the ☐ landlord, ☐ general partner of the partnership, or ☐ authorized officer of a corporation or limited liability company that owns the premises in which tenant(s) reside(s).
2. I have read the verified complaint and the information contained in it is true and based on my personal knowledge.
3. The matter in controversy is not the subject of any other court action or arbitration proceeding now pending or contemplated and no other parties should be joined in this action except (list exceptions or indicate none):
_____.
4. I certify that confidential personal identifiers have been redacted from documents now submitted to the court, and will be redacted from all documents submitted in the future in accordance with *Rule 1:38-7(b)*.
5. The foregoing statements made by me are true and I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

At the trial plaintiff will require:

An interpreter ☐ Yes ☐ No

Indicate language _____

An accommodation for a disability ☐ Yes ☐ No

Required accommodation _____

Dated: _____

(Signature of Landlord, Partner or Officer)

(Printed Name of Landlord, Partner or Officer)