



## SAVE THE TRIP TO BOROUGH HALL

In an effort to maintain social distancing to reduce the spread of COVID-19, the Borough encourages online services and has provided alternative solutions for you to accomplish various Borough services without making a trip to Borough Hall.

SERVICES YOU MAY NEED	HOW YOU CAN ACCOMPLISH WITHOUT VISITING BOROUGH HALL
<p><b>TAX COLLECTOR'S OFFICE</b></p> <ul style="list-style-type: none"> <li>• PAYING YOUR TAXES/WATER/SEWER BILLS</li> </ul>	<p>VISIT <a href="http://WWW.BOUNDBROOK-NJ.ORG/ONLINE-PAYMENTS">WWW.BOUNDBROOK-NJ.ORG/ONLINE-PAYMENTS</a></p> <p>YOU CAN ALSO DROP YOUR PAYMENT IN OUR DROPBOX LOCATED AT THE REAR PARKING LOT ENTRANCE OF BOROUGH HALL</p>
<p><b>CODE ENFORCEMENT OFFICE</b></p> <ul style="list-style-type: none"> <li>• PROPERTY MAINTENANCE</li> <li>• HOUSING</li> <li>• RE-RENT/RE-SALE FIRE INSPECTIONS</li> <li>• NON-LHU &amp; LHU INSPECTIONS</li> </ul>	<p>OUTDOOR PROPERTY MAINTENANCE INSPECTIONS WILL TAKE PLACES AS USUAL</p> <p>TO DISCUSS VIOLATIONS AND SUMMONS PLEASE CALL 732-356-0833 EXT. 642</p> <p>INSPECTIONS ARE SUSPENDED</p> <p>HOUSING INSPECTIONS REQUESTED BY COMPLAINT WILL BE CONDUCTED IF DEEMED A HAZARD TO LIFE AND SAFETY</p> <p>RE-RENT/RE-SALE FIRE INSPECTIONS ARE SUSPENDED</p> <p>CERTIFICATE OF OCCUPANY CAN BE APPLIED FOR BY MAIL OR DROP BOX (LOCATED AT THE REAR PARKING LOT ENTRANCE OF BOROUGH HALL) WITH PAYMENT AND REQUIRED DOCUMENTATION. VISIT <a href="http://WWW.BOUNDBROOK-NJ.ORG/CONSTRUCTION">WWW.BOUNDBROOK-NJ.ORG/CONSTRUCTION</a> FOR DOCUMENT REQUIREMENTS OR CALL 732-356-0833 EXT. 642.</p> <p>NON-LHU INSPECTIONS ARE SUSPENDED LHU INSPECTIONS WILL SCHEDULED ON A CASE BY CASE BASIS WITH FIRE MARSHAL. PLEASE CALL 732-356-0833 EXT. 642</p>

<p><b>BUILDING DEPARTMENT</b></p> <ul style="list-style-type: none"> <li>• PERMIT APPLICATIONS</li>   <li>• INSPECTIONS</li>   <li>• CERTIFICATE OF CONTINUED COMMERCIAL OCCUPANCY</li> </ul>	<p>ACCEPTED BY MAIL TO THE ATTENTION OF THE BUILDING DEPARTMENT</p> <p>ACCEPTED AT THE DROPBOX LOCATED AT THE REAR PARKING LOT ENTRANCE OF BOROUGH HALL</p> <p>ONLY NEW CONSTRUCTION OR OUTSIDE INSPECTIONS WILL BE CONDUCTED</p> <p>INSIDE INSPECTIONS MAY BE CONDUCTED BY PHOTOS OR VIDEOS, PLEASE CALL 732-356-0833 EXT. 642 FOR MORE DETAILS.</p> <p>INSPECTIONS ARE SUSPENDED</p>
<p><b>MUNICIPAL COURT</b></p> <ul style="list-style-type: none"> <li>• TRAFFIC FINES</li> <li>• NON-TRAFFIC FINES</li> <li>• POST BAIL</li> <li>• COURT SESSIONS</li> </ul>	<p>ONLINE PAYMENTS ACCEPTED AT NJMCDIRECT.COM</p> <p>PAYMENT MUST BE MAILED OR LEFT IN DROP BOX LOCATED AT THE REAR PARKING LOT ENTRANCE OF BOROUGH HALL</p> <p>PLEASE CONTACT MUNICIPAL COURT AT 732-356-0833 EXT. 640</p> <p>ALL COURT SESSIONS FOR MARCH ARE CANCELLED</p>
<p><b>BOROUGH CLERK'S OFFICE</b></p> <ul style="list-style-type: none"> <li>• BINGO AND RAFFLE LICENSE APPLICATIONS</li> <li>• SOLICITING APPLICATION</li> <li>• VOTER REGISTRATION APPLICATION</li> <li>• VOTE BY MAIL APPLICATION</li>   <li>• MARRIAGE LICENSES</li> </ul>	<p>VISIT <a href="http://WWW.BOUNDBROOK-NJ.ORG/FILES">WWW.BOUNDBROOK-NJ.ORG/FILES</a> . FORMS CAN BE MAILED OR CALL 732-356-0833 EXT. 635 TO HAVE IT MAILED.</p> <p>UPON ANSWER</p> <p>RING SCREENING QUESTIONS: MARRIAGE LICENSE APPLICATIONS WILL BE MADE BY APPOINTMENT ONLY. PLEASE CALL 732-356-0833 EXT 635.</p>

<ul style="list-style-type: none"> <li>• ALL CERTIFIED COPY ISSUANCE (BIRTH, MARRIAGE DEATH)</li> <li>• OPRA REQUESTS</li> <li>• CAT &amp; DOG LICENSES</li> <li>• COMMUTER PARKING</li> </ul>	<p>MARRIAGE LICENSES CAN BE PICKED UP BY APPOINTMENT ONLY. PLEASE CALL 732-356-0833 EXT 635.</p> <p>UPON PROOF OF IDENTIFICATION (SCAN TO EMAIL OR MAIL A COPY) CERTIFIED COPIES CAN BE ISSUED THROUGH MAIL TO THE ATTENTION OF THE REGISTRAR</p> <p>OPEN PUBLIC RECORDS ACT REQUESTS CAN BE MADE THROUGH MAIL TO THE ATTENTION OF THE CLERK, FAXED TO 732-356-8990, OR EMAILED TO <a href="mailto:JMATHIS@BOUNDBROOK-NJ.ORG">JMATHIS@BOUNDBROOK-NJ.ORG</a></p> <p>ONLINE PAYMENTS ARE ACCEPTED AT <a href="http://WWW.BOUNDBROOK-NJ.ORG/ONLINE-PAYMENTS">WWW.BOUNDBROOK-NJ.ORG/ONLINE-PAYMENTS</a></p>
<p><b>TAX ASSESSOR'S OFFICE</b></p> <ul style="list-style-type: none"> <li>• 200 FOOT LIST</li> <li>• ADDRESS CHANGES</li> <li>• TAX APPEALS</li> <li>• DEDUCTION APPLICATIONS</li> </ul>	<p>REQUESTS CAN BE EMAILED OR MAILED WITH PAYMENT (\$10) TO THE ATTENTION OF THE TAX ASSESSOR</p> <p>EMAIL <a href="mailto:MIMBRIACO@BOUNDBROOK-NJ.ORG">MIMBRIACO@BOUNDBROOK-NJ.ORG</a></p> <p>COUNTY AND STATE TAX APPEAL DEADLINE IS MAY 1, 2020. EMAIL <a href="mailto:MIMBRIACO@BOUNDBROOK-NJ.ORG">MIMBRIACO@BOUNDBROOK-NJ.ORG</a> FOR DETAILS</p> <p>EMAIL <a href="mailto:MIMBRIACO@BOUNDBROOK-NJ.ORG">MIMBRIACO@BOUNDBROOK-NJ.ORG</a></p>
<p><b>FINANCE DEPARTMENT</b></p> <ul style="list-style-type: none"> <li>• REFUSE STICKERS</li> </ul>	<p>ALONG WITH PAYMENT, COMPLETE REFUSE STICKER REQUEST FORM AND MAIL TO THE ATTENTION OF THE TAX COLLECTOR OR LEAVE IN DROP BOX. STICKERS WILL BE MAILED TO RESIDENTS</p>