

Mayor
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Borough Administrator
PEGGY E. THOMAS
Borough Clerk
NEIL GRANT, RMC
Chief Financial Officer
JOSEPH IANNAONI, JR.



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RENT LEVELING BOARD

Council
JOSEPH L. CERVIERI, JR.
ILA KASOFSKY
ARMAND POHAN
MICHAEL SARGENTI
MICHAEL VILLANO
JOAN VOSS

PHYLLIS SALEH
Rent Leveling Administrator

MEMORANDUM

TO: Fort Lee Landlords
FROM: Phyllis Saleh, Rent Leveling Administrator
RE: Form for Notification of Rent Increase

Attached hereto is a copy of rent increase form RLB-14, adopted by the Rent Leveling Board in 1988. This form is to be utilized by you when increasing the rent of your leased or month-to-month tenant. It must be duly executed, signed and presented to the tenant at least one month prior to the increase and must be sent by **certified mail or hand delivery**. A copy of the **tenant's notice must be provided to the Rent Leveling Board at the same time it is provided to the tenant**. The Board's copy may be sent by regular mail.

This form may be freely reproduced by you and kept for your future use.

Attachment

