



Township of Old Bridge

Rent Stabilization Board

Hearing Procedures

- A hearing can only be considered when a completed Request for Hearing form has been submitted to the Rent Stabilization Board.
- The matter will be put on the Rent Stabilization Meeting Agenda if received by the Board Secretary no later than ten (10) calendar days prior to the next meeting.
- The Rent Stabilization Board reserves the right to table or cancel a hearing based on good cause, incorrect jurisdiction or case load.
- All requests for postponements must be made in writing and received at least (3) business days prior to the hearing date. Failure to comply could result in the application being dismissed or will still be heard with whichever party appears and is ready to proceed.
- Each party shall be allowed one (1) postponement for good cause.

At The Meeting

- Only hearings on the meeting agenda will be heard.
- The meeting shall be conducted in accordance with the 'Roberts Rule of Order' and the rules of evidence and administrative procedure shall apply.
- At the board's discretion, several cases may be heard at the same meeting, especially if it is for the same apartment complex.
- All participants that want to be heard shall be sworn in by the Board Attorney.
- All board members will have the right to present questions to any of the parties during the hearing as directed by the chairman.
- At the conclusion of the hearing, the board will render a decision of the case.
- These hearing procedures are for the Rent Stabilization Board to expedite a fair hearing process and are not intended to override or interfere with any laws or ordinances.



Township of Old Bridge
Rent Stabilization Board
REQUEST FOR HEARING

Please print out form and complete, then mail to:

Rent Stabilization Board
One Old Bridge Plaza
Old Bridge, NJ 08857

Name:

Apartment Complex:

Address:

City, State, Zip Code:

Mailing address (if different)

Telephone:

E-mail:

I am a

Tenant

Landlord

Monthly Rent:

Lease Date:

Did you report this to landlord?

Verbal

Written

Did you report this to any officials?

Department:

Name:

In the space below please briefly describe problem that has led you to request a hearing. Please use additional pages if necessary. Attach copies of lease and any other necessary documents.

Signature:

Date:

Please note: You will be sent a request to appear. Please attend the meeting specified. Please see Hearing Procedures for additional information regarding your hearing request.

For office use only:

Received by:

Date:

Hearing date: