

**TOWNSHIP OF EAST AMWELL**  
**CONSENT TO ENTRY**

The undersigned property owner hereby gives consent to entry onto the property known as \_\_\_\_\_ and also known as Block(s) \_\_\_\_\_, Lot(s) \_\_\_\_\_, on the Tax Map of the Township of East Amwell by members of the Township Planning Board, Environmental Commission, the Historical Preservation Committee, the Board of Health, the Township Committee, or any Township employees, appointed agents or appointed consultants to perform inspections/observations of the property, at reasonable times, in conjunction with the application submitted.

This consent permits entry onto the property only by the above-mentioned Township Representatives for the purpose of conducting visual inspections/observations while the application is active with the Township. This right of entry onto the subject property is limited only to those persons listed above.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner (Please Print)

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.			
2	Business name/disregarded entity name, if different from above			
3	Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ▶ _____		4	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
5	Address (number, street, and apt. or suite no.) See instructions.		Requester's name and address (optional)	
6	City, state, and ZIP code			
7	List account number(s) here (optional)			

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="text-align: center;">-</td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="text-align: center;">-</td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>					-			-					
				-			-						
<b>or</b>													
<b>Employer identification number</b>													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>													

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## **ESCROW AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, between \_\_\_\_\_ hereinafter referred to as "Applicant", and the Planning Board of the Township of East Amwell, hereinafter referred to as "Board" and the Township Committee of the Township of East Amwell, hereinafter referred to as "Township".

**WHEREAS**, the Applicant is proceeding under the Zoning Ordinance/Land Development Ordinance for approval of a \_\_\_\_\_ ; and

**WHEREAS**, the Ordinance requires the Applicant to establish an escrow whereby work required to be performed by professionals employed by the Board will be paid for by the Applicant as required under the provisions of the Ordinance cited above; and

**WHEREAS**, both parties feel that it is appropriate to reduce this understanding to written form.

**WITNESSETH: IT IS** mutually agreed between the parties that:

**Section 1. Purposes**

The Board authorizes its professional staff to review, inspect, report and study all plans, documents, statements, improvements, and provisions made by the Applicant in conforming to the requirements of the Ordinance cited and referred to above. The Board directs its professional staff to make all oral and/or written reports to the Board of its conclusions and findings derived from the review, study, and investigation and like or similar duties performed as elsewhere authorized. The Applicant agrees to pay all reasonable professional fees incurred by the Board for the performance of the duties outlined above.

**Section 2. Escrow Established**

Applicant, Board and Township, in accordance with the provisions of this agreement, hereby create an escrow to be established with the Treasurer of the Township of East Amwell and to be maintained in a banking institution or savings and loan association in this State insured by an agency of the federal government, or in any other fund or depository approved for such deposits by the State, in an account bearing interest at the minimum rate currently paid by the institution or depository on time or savings deposits.

**Section 3. Escrow Funded**

Applicant by execution of this agreement shall pay to the Township, to be deposited in the depository referred to in Section 2, such sums are required by the Zoning Ordinance/Land Development Ordinance. The applicant shall be notified by the Township in writing of the name and address of the institution or depository in which the deposit is made and the amount of the

deposit. Execution of the agreement by the Township acknowledges receipt of the sums referred to under this paragraph.

**Section 4.**     *Increase in Escrow Fund*

If during the existence of this agreement the funds held by the Township shall be insufficient to cover any voucher or bills submitted by the professional staff and reviewed and approved by the Board, Applicant shall within fourteen (14) days from the date of receipt of written notice deposit additional sums with the Township to cover the amount of the deficit referred to the above. During this period the professional staff shall cease all review activities. The written notice shall be sent by the Land Use Administrator setting forth the amount of the deficit and the member or members of the professional staff to whom the additional sums are due. Unless otherwise shown, receipt shall be presumed to have occurred within three (3) days after mailing.

**Section 5.**     *Submission of Vouchers by Professional Staff*

The professionals referred to in this agreement, upon the completion of their services or periodically during the performance of their services, shall submit vouchers conforming to the requirements established by the Township for vouchers of the type and kind referred to under this paragraph. Said vouchers shall include the total of all fees and costs incurred as a result of the services set forth under Section 1 of the agreement and shall contain a brief description of the services which have been rendered by the professional concerning the applicant's application.

**Section 6.**     *Board Review*

The Land Use Administrator shall review all vouchers to determine whether they have submitted in the appropriate form. If the Land Use Administrator determines that the vouchers are in the appropriate form then the vouchers shall be submitted to the Board for review to determine whether the services have been performed in the manner and to a degree required by this agreement. The Board shall process said vouchers in the same manner and under the same terms as are normally employed for vouchers submitted for work performed on behalf of the Township. Following the determination by the board that services have been performed properly, the Land Use Administrator shall mail a copy of each approved voucher to the Applicant. At the conclusion of this processing the amounts specified in said vouchers shall be deducted by the Township from the escrow established pursuant to the agreement.

**Section 7.**     *Applicant's Objection*

It is expressly agreed to by the Applicant that the right to object of the payment of any voucher is hereby expressly waived unless written notice is received by the Land Use Administrator by certified mail no later than three (3) days prior to the next regularly scheduled Board meeting following the meeting in which the contested voucher or vouchers had been approved. The writing notice shall have accompanying it a copy of each voucher being objected to. The standard review to be utilized by the Board in determining whether the payment of any voucher is proper is whether the fees incurred are reasonable and whether the work has been performed properly. It is furthermore understood that the Applicant shall have the right to make

periodic inspections of the records maintained by the Township during normal business office hours to determine the status of the escrow account.

**Section 8. Interest Allocation**

Except as otherwise set forth hereinafter all interest earned on money deposited pursuant to this agreement which shall be held in escrow shall become the property of the Township as compensation for administrative services rendered in connection with this agreement. An Applicant shall be entitled to payment of interest whenever the Applicant shall have deposited an amount of money in excess of \$5,000.00 and the amount of interest paid on that money shall exceed \$100.00 for the year. If the amount of interest exceeds \$100.00, that entire amount shall belong to the Applicant and shall be refunded by the Township annually or at the time the deposit is repaid or applied to the purposes for which it was deposited, as the case may be, i.e., for professional services rendered to review applications for development, for municipal inspection fees pursuant to N.J.S.A. 40:55D-53 or to satisfy the guarantee requirements of 40:55D-53.a., however at that time the Township shall deduct 33 1/3% of the interest for administrative and custodial expenses incurred by the Township in fulfilling its obligations pursuant to this agreement.

**Section 9. Refund**

In the event that the escrow sums posted are more than those required, or in the event that the Applicant shall abandoned the application, excess funds shall be returned to the Applicant within forty-five (45) days of the issuance of the final certificate of occupancy for the project which is the subject of the application or receipt of written notice of the abandonment of the application. Prior to the issuance of the final certificate of occupancy for any project for which the Board approval has been received or upon receipt of written notice of abandonment of an application, the Land Use Administrator shall determine from the professional staff whether there are any additional sums required to be paid from the escrow fund. In the event that there are, the Land Use Administrator shall notify the Treasurer of the amounts to be held in that account.

**Section 10. Failure to Maintain Escrow Fund**

In the event that notice has been sent to the Applicant and the Applicant has failed to pay the increased amount into the escrow fund within the time period set forth in Section 4 and Board review of the application has been completed, the Applicant is hereby placed on notice that the Township will not cause certificates of occupancy to be issued and may take such further action including, but not limited to, refusing to perform any and all further inspection, issuance of stop work orders and other relief as may be necessary.

**Section 11. Performance Escrow- Inspections**

The provisions of this agreement shall apply to the performance escrow for inspection to be paid to the Township. The performance escrow shall be posted prior to construction of an onsite, offsite, on-tract or off-tract improvement. The amount of the escrow shall be 5% of the cost of improvements as calculated by the Board's Engineer.

The Applicant hereby agrees that the Board Engineer will be notified in writing forty-eight (48) hours prior to the start of any construction. Failure of the Applicant to provide such notice may result in additional inspection costs.

**Section 12.** Addresses to which Notices are to be Sent

All notices required by this agreement in writing shall be sent to the following addresses:

Land Use Administrator  
Township of East Amwell  
1070 Route 202  
Ringoes, NJ 08551  
(908) 782-8536

Address of Applicant:

_____		
Name		
_____		
Address		
_____		
Municipality	State	Zip
_____		
Telephone Number	Email	

**IN WITNESS WHEREOF** the parties hereto have their hands and seal the date first written above.

\_\_\_\_\_  
, Applicant

Sworn and subscribed to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

EAST AMWELL TOWNSHIP TAX COLLECTOR  
1070 Route 31  
Ringoos, NJ 08551  
908-782-5209 Phone  
908-782-1967 Fax

CERTIFICATION THAT MUNICIPAL TAXES ARE CURRENT

Date: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Qual: \_\_\_\_\_

Location: \_\_\_\_\_

The applicant(s) named above propose(s) to appear before the:

\_\_\_\_\_ Planning Board

+++++

DO NOT WRITE BELOW THIS LINE. FOR TAX COLLECTOR USE ONLY.

At their request, I have checked to see whether or not the taxes on this property are paid through the current tax quarter:

1Q 2Q 3Q 4Q Year \_\_\_\_\_

I hereby certify that the taxes are indeed current, and that no money is due from the applicant(s).

\_\_\_\_\_  
Ann Marie Silvia, Tax Collector

THE APPLICANT MUST OBTAIN THIS CERTIFICATION THAT TAXES ARE CURRENT AS PART OF THE COMPLETED APPLICATION.

## PROPERTY LIST REQUEST

DATE: \_\_\_\_\_

Marianne Busher, Tax Assessor  
East Amwell Township Municipal Building  
1070 Route 202  
Ringoos, NJ 08551

In conjunction with an application, I will be making before the Planning Board, I am requesting a list of property owners within two hundred (200') feet of the following subject property, including the utility companies in the township who have requested to be noticed.

ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_

BLOCK(S): \_\_\_\_\_ LOT(S): \_\_\_\_\_

REQUESTOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE #: \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**A fee of \$10.00 or \$.25/name is required, whichever is greater. Check or money order made payable to 'The Township of East Amwell' can be submitted to the Department.**

**To: East Amwell Planning Board**



