

To Tenants and Prospective Tenants of the
Housing Authority of the City of Long Branch

Dear Tenant/Prospective Tenant:

The State of New Jersey has enacted legislation requiring that owners of multiple dwellings, such as the Housing Authority of the City of Long Branch (“Authority”), provide, install, and maintain child-protection window guards in apartments and hallways of such dwellings, upon written request of tenants with a child ten (10) years of age or younger. Regulations promulgated by the State of New Jersey Department of Community Affairs pursuant to this recent law also require that owners deliver notice of the requirements of the law as set forth in the regulations. Accordingly, this letter is intended to serve as such notice and sets forth below the requirements of the regulation by which the Authority and its tenants are to abide. The notice is as follows:

THE OWNER (AUTHORITY) IS REQUIRED BY LAW TO PROVIDE, INSTALL, AND MAINTAIN WINDOW GUARDS IN THE APARTMENT IF A CHILD OR CHILDREN 10 YEARS OF AGE OR YOUNGER IS, OR WILL BE, LIVING IN THE APARTMENT OR IS, OR WILL BE, REGULARLY PRESENT THERE FOR A SUBSTANTIAL PERIOD OF TIME IF TENANT GIVES THE OWNER (AUTHORITY) A WRITTEN REQUEST THAT THE WINDOW GUARDS BE INSTALLED. THE OWNER (AUTHORITY) IS ALSO REQUIRED, UPON THE WRITTEN REQUEST OF TENANT, TO PROVIDE, INSTALL AND MAINTAIN WINDOW GUARDS IN THE HALLWAYS TO WHICH PERSONS IN TENANT’S UNIT HAVE ACCESS WITHOUT HAVING TO GO OUT OF THE BUILDING.

WINDOW GUARDS ARE ONLY REQUIRED TO BE PROVIDED IN FIRST FLOOR WINDOWS WHERE THE WINDOWSILL IS MORE THAN SIX FEET ABOVE GRADE OR THERE ARE OTHER HAZARDOUS CONDITIONS THAT MAKE INSTALLATION OF WINDOW GUARDS NECESSARY TO PROTECT THE SAFETY OF CHILDREN.

Should you, as tenant, have a child ten (10) years of age or younger living in the apartment, or regularly present there, and wish to have child-protection window guards installed in hallways above the first floor, or on the first floor where the window sill is more than six feet above grade or where there are other hazardous conditions that make installation of window guards necessary to protect the safety of children, to which persons from your apartment have access without having to go outside, you must first request in writing that the Authority install such window guards.

Should you, as tenant, live on a floor other than the first floor or on the first floor where the window sill is more than six feet above grade or where there are other hazardous conditions that make installation of window guards necessary to protect the safety of children, and have a child ten (10) years of age or younger living in the apartment, or regularly present there, and wish to have child-protection window guards installed in your apartment, you must first request in writing that the Authority install such window guards.

It is important to note that state law prohibits the installation of window guards on any window that provides access to a fire escape. State law also requires that window guards be releasable or removable from the inside (without the use of a key or tool) on an emergency egress window, *i.e.* - any window in a sleeping room located on the second or third floor, other than a window providing access to a fire escape. State law further prohibits any person from obstructing or interfering with the installation of window guards, or otherwise rendering ineffective such window guards.

Should you have any questions regarding the above notice, please contact our office at any time.

Sincerely,

The Housing Authority of the City of Long Branch

I hereby request the installation of Window Guards. _____.

I hereby decline the installation of Window Guards. _____.

TENANT

Dated: _____

WITNESS

Dated: _____

Name: