

# Borough of Interlaken

100 Grasmere Avenue  
Interlaken, New Jersey, 07712  
Telephone (732) 531-7405  
Facsimile (732) 531-7099

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## **BOROUGH COUNCIL**

Robert D. Wolf, Mayor  
Elizabeth Brown, Council President  
Richard Booth  
John Hoyle  
Lynn Parry  
Jean Primavera  
Daniel Weeden

Aime L. Sweeney, RMC/CMC/CMR  
Borough Administrator/Treasurer

July 2, 2007

## **NOTICE TO ALL VENDORS – New Jersey Business Registration Certification:**

Pursuant to P.L. 2004, cc. 57, effective September 1, 2004 all business organizations and individuals that do business with the Borough of Interlaken are required to be registered with the State of New Jersey and provide proof of that registration to the Borough.

If you have received this notice, you are considered a vendor and should forward a copy of your Business Registration Certificate to the Borough of Interlaken by mail, or fax. Only non-profit and government agencies are exempt from this law.

***State law mandates that no purchase orders can be issued or payments be made to a vendor who does not have their Business Registration Certificate on file with the Borough of Interlaken.***

The Business Registration Certificate should not be confused with your Tax ID Certificate nor should it be confused with the Public Works Contractor Registration Act required for construction contracts or Certificate of Authority.

If you do not wish to be delayed in receiving your payment and/or prevented from doing business with this Borough, then please take the time now to forward your Business Registration Certificate to us by fax at (732) 531-7099 or mail to the Borough of Interlaken, 100 Grasmere Avenue, Interlaken, NJ 07712.

If you have not obtained the aforementioned Certification from the State, you can obtain one by calling (609) 292-1730 or downloading the form at [www.nj.gov/njbgs](http://www.nj.gov/njbgs). There is no charge for registration. You may also register live on the State's website. Certifications are issued once and remain in effect with no expiration date. Attached, please find information in this regard that will help guide you along.

For any questions or concerns, please contact the State Client Registration Bureau at (609) 292-1730.

Thank you for your time and anticipated cooperation

Respectfully yours,  
Aime L. Sweeney, RMC/CMC/CMR