



New Jersey Motor Vehicle Commission

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STATE OF NEW JERSEY

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Lease Agreement Affidavit Form

The New Jersey Administrative Code 16: 51-8.11 for auto bus leases requires the lease agreement to contain certain elements. Please answer the following list of questions by circling Yes or No confirming the required elements are included in the lease agreement and sign form at bottom of page.

1. Yes / No - The name, address and telephone number of the vehicle owner (lessor).
2. Yes/ No - The name, address and telephone number of the authorized carrier/autobus company (lessee).
3. Yes/ No - The NJMVC CPCN Number and the Charter Number, Special Number or Route File Number of the autobus company (lessee) or the FHWA/USDOT Number of the autobus company (lessee).
4. Yes/ No – The term of the lease. Lease effective date and expiration date.
5. Yes/No – An exclusive use clause, setting forth that the leased vehicle(s) will be for the lessee’s exclusive use; if the lease does not provide for leases exclusive use, it must specify all others having use of the vehicles and the nature of said use.
6. Yes/ No – An insurance clause providing that the autobus company (lessee) is responsible for maintaining the proper insurance coverage limits required by law.
7. Yes/ No – A consideration clause showing the rental payment for use of the vehicle.
8. Yes/ No – A cancellation/ amendment clause including provisions regarding the following:
 - a. The duty of parties to notify the Commission Bus Unit within five (5) days of the cancellation and/or amendment of a lease.
 - b. The duty of parties to return omnibus plates to the State of New Jersey.
 - c. The duty of parties to present vehicle to the Commission Bus Unit for removal of inspection sticker and return “Certificate of Inspection” form.
9. Yes/ No – The fleet number, make, model, year, vehicle identification number, seating capacity and Commission’s MVC number (if known) of each vehicle covered by lease.
10. Yes/ No – Signatures of owner/ lessor and the operator/lessee and date.
11. Yes/ No – The lease will remain valid throughout its’ term unless cancelled in the method described in the body of the lease regardless of other circumstances concerning the vehicle including but not limited to sale of the vehicle by the lessor or casualty loss of the vehicle.

Signature _____ Date _____ Title _____