

UNIFORM CONSTRUCTION CODE ANNUAL REPORT

New Jersey Department of Community Affairs –Division of Codes and Standards

MUNICIPALITY:

COUNTY:

BUDGET YEAR

I. REVENUES

A. Uniform Construction Code Fees

B. Penalties

C. Income: UCC Interlocal

TOTAL REVENUES (A+B+C)

II. EXPENDITURES

A. Salary & Wages (List Separately on Reverse)

B. Fringe Benefits

C. Other Expenses

D. Payments to Private/Interlocal Agencies

E. Indirect Costs (12% of A, B, C & D)

TOTAL EXPENSES (A+B+C+D+E)

III. RIDER DEDICATION (N.J.S.A. 40A:4-39)

A. Opening Balance in Trust Fund

B. Revenues Received in Trust Fund

C. Expenses from Trust

D. Closing Balance in Trust Fund (A+B-C)

IV. CERTIFICATION

The undersigned municipal officials hereby certify that the financial information provided in this report fairly and accurately reflects Uniform Construction Code revenues and expenses for the year.

Chief Financial Officer:

Construction Official:

(Signature)

(Signature)

Print Name and License Number

SEE REVERSE SIDE

Directions

Columns A, B, C & D: Identify the employee by his/her last name, first name initial, license number and position.

Column E: List annual UCC salary only.

All columns must be completed. Incomplete reports will be returned for further action.

| A LAST NAME | B FIRST NAME INITIAL | C UCC LICENSE No. | D POSITION | E ANNUAL UCC SALARY/WAGES. |
|----------------|----------------------------|-------------------------|---------------|-------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

PREPARATION INSTRUCTIONS –UCC ANNUAL REPORT

I. Revenues

- Line A is the total of all fees collected for Permits and Certificates.
- Line B is the amount received from Penalties.
- Line C is the amount collected for other UCC services such as under an Interlocal agreement.
- Please do not include NJ State Permit (Training) Surcharge Fees.

II. Expenditures

- Line A is the total of all UCC salary and wages.
- Line B is the amount of fringe benefits.
- Line C is for other expenses such as office supplies, code books and seminars.
- Line D is the amount paid by a municipality to a private, onsite agency.
- Line E is the amount allocated for indirect costs.

III. Rider Dedication –If Applicable

- For those municipalities using a Rider Dedication Trust Fund, information regarding opening and closing balances along with revenues and expenses must be included.

Please mail the completed and signed report to:

**NJ Department of Community Affairs
Division of Codes and Standards
Office of Regulatory Affairs
Attention: UCC Annual Report
P.O. Box 818
Trenton, NJ 08625-0818**

Phone: (609) 984-7768

Fax: (609) 984-7718