



MONTGOMERY COUNTY
DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

License No. (For Office Use Only)



MAIL APPLICATION TO: Licensing and Registration • 100 Maryland Avenue, 4th Floor • Rockville, Maryland 20850
Telephone 240-777-3666 • TTD 240-777-3679
www.montgomerycountymd.gov/dhcalicensing

RENTAL HOUSING LICENSE APPLICATION
SINGLE FAMILY AND CONDOMINIUM

IMPORTANT INFORMATION (Read Carefully):
• Incomplete applications will delay the license.
• Application MUST be signed.
• Application MUST be mailed with payment.
• Payment: Check or Money Order only
• Payable to: Montgomery County MD

FEE is Not Prorated
\$98.00 \$56.00
Single Family Garden Style Condo
Townhouse/Back to Back High Rise Style Condo
Duplex/Quadraplex Piggyback Townhouse
[This is an annual fee] Fiscal Year: July 1 to June 30

OFFICE USE ONLY
Entered
Deposit By

Please email me license confirmation Email Address:
confirmations not emailed if information missing

RENTAL PROPERTY INFORMATION:

Name of Community Association Association Dues/Fees Current? YES NO
Rental Street Address Unit #
City MD Zip Code Recent Purchase (date)
Start Date of Rental Rent \$ Year Built
of Occupants # of Kitchens # of Bedrooms # of Basement Bedrooms
Relative Occupied? YES NO Circle Relationship: Spouse, Sibling, Parent, Child, Grandparent, Grandchild
If YES, Do Not Pay for License. You do not need to pay the License Fee.

OWNER INFORMATION: Sole Ownership Trust Partnership/LLC Corporation
Primary Owner (Salutation)
Street Address [A Legal Agent Required If you use PO Box or Out of State]
City State Country Zip Code
Work Phone # Home Phone # Cellular Phone #
Fax # Email Address

Must provide information for all owners and/or partners/members holding 10% or more interest. Please provide on separate sheet

CORPORATION INFORMATION: [Resident Agent is required for Corporate Ownership]

Corporation Name
Executive's Name:
Street Address
City State Country Zip Code
Office Phone # Cellular Phone # Fax #
Email Address

