

City of Gaithersburg · 31 South Summit Avenue · Gaithersburg, Maryland 20877

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RENTAL HOUSING LICENSE APPLICATION MULTI-FAMILY

All information must be complete to initiate processing of application

SUBJECT PROPERTY

Facility Name _____

Street Address _____

Number of Buildings _____ Total Number of Dwelling Units _____ *Exclude model units and those used exclusively for business purposes*

Year Built _____ *If structure was built prior to 1978, please complete last section.*

PROPERTY OWNER

TYPE OF OWNERSHIP:

Sole Proprietorship Partnership Trust Corporate

If Trustee, Court of Jurisdiction _____

If Corporate, Registered Agent Contact _____

Fiduciary Name *(if more than one, attach information separately)* _____

Primary or Emergency Contact _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

PROPERTY MANAGER OR AGENT *Information should only be provided if an agent will represent the owner as the property manager. All information will be provided to the agent if this section is completed.*

Business Name _____

Primary Contact _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone Numbers: Work _____ Cell _____ E-mail Address _____

PROPERTIES BUILT PRIOR TO 1978 *(check all that apply)*

- Property is Registered with Maryland Department of the Environment (MDE)
- Property Registration with MDE is Current (please provide MDE Tracking No.) _____
- *A Person "at Risk" Resides Here *(a child under age 6, or a pregnant woman)* *Must include Statement of Compliance
- Current Tenant Moved in After 2/24/1996 (please provide Lead Inspection Certificate) _____

Property Owner/Agent Signature _____ **Date** _____

SUBMITTALS

- Please attach a current rent roll or an address list, including each building number and all apartment numbers in that building, for the entire complex.
- Fee