

TOWN OF TRAPPE RESIDENTIAL RENTAL REGISTRATION FORM

As directed by Ordinance #03-2011 the Town of Trappe established a Residential Rental Registration and Inspection Program. It is unlawful to rent a unit without first obtaining a residential rental license from the Town of Trappe. Registration expires one year from issuance and is renewable annually. Application for renewal must be made at least 60 days prior to expiration. Every residential rental unit must be registered. *The ordinance may be viewed on line at the town website www.trappemd.net under town govt-public records and documents-ordinances.* Owners of rentals built prior to 1950 are encouraged to contact MDE for info on lead paint registration requirements 1-800-776-2706 or www.mde.state.md.us/lead. Rental registration with the town does not release property owners from compliance with MDE lead paint law and other applicable regulations.

PLEASE PRINT ALL INFORMATION IN THE TABLE AND INCLUDE UNOCCUPIED UNITS

PROPERTY OWNER NAME:	PROPERTY OWNER MAILING ADDRESS:	OWNER PHONE #/EMAIL
AGENT FOR LANDLORD:	AGENT'S ADDRESS:	AGENT'S PHONE #/EMAIL
RENTAL UNIT ADDRESS:	LIST INDIVIDUALLY EACH UNIT AT THIS ADDRESS Ex: Apt 1 or Unit A	NAME OF TENANT (OPTIONAL)

Signature of owner/agent: _____ Date: _____

LICENSE/REGISTRATION INFORMATION FOR OFFICE USE ONLY

DATE RECEIVED: _____ ACTION: _____ EXPIRATION: _____

UTILITY ACCOUNT VERIFIED: _____ COMMENT: _____

TOWN OF TRAPPE

RESIDENTIAL RENTAL REGISTRATION FORM

www.trappemd.net

Please complete and return the residential registration form located on the back of this notice. There is no fee charged for filing the residential registration form. The form may be duplicated if additional copies are needed, or you may obtain the form on line or from the town office.

As this is the first mailing of the document since the ordinance was adopted every household is receiving the form so that no property is overlooked. It is requested that the form be returned marked NONE if there are no residential rental units on your property.

Kindly return the completed form with your water bill payment but not later than August 1, 2011 to Trappe Town Office, P.O. Box 162, Trappe, MD 21673