



Town of Trappe
4011 Powell Ave, PO Box 162, Trappe, MD 21673
410-443-0087

Rental License Application

Landlord Information

Name: _____

Phone Number: _____ E-Mail Address: _____

Mailing Address: _____

Agent Information (if applicable)

Name: _____

Phone Number: _____ E-Mail Address: _____

Mailing Address: _____

Property Information – Please list each unit individually, attach additional pages as needed

Address	Unit Number	Occupied (circle one)
		Y / N
		Y / N
		Y / N
		Y / N
		Y / N
		Y / N

Inspection Information

Rental units must be inspected at least once every two years. Inspections are conducted by Middle Department Inspection Agency (MDIA). Landlords will receive a letter at least two weeks prior to the inspection informing them of the scheduled date. Inspections are conducted in the morning – an exact time cannot be provided. Landlords are encouraged to call MDIA, 410-822-8300, prior to 8:30 AM on the morning of the inspection for a timing estimate. A responsible individual, over the age of 18, must be present for the inspection. If the landlord or agent will not be present for the inspection, he/she is responsible for notifying the tenant or other present individual. If the inspector is unable to inspect the property on the scheduled date, for any reason, the landlord will be charged a \$50.00 missed inspection fee (per unit).

Lead Paint Inspection (for properties built prior to 1978)

Properties built prior to 1978, must comply with the State's Lead Paint Regulations. All properties built before 1978 must have a Lead Inspection Certificate for each tenancy required under the Maryland Department of the Environment (MDE), §6-815(c) of the Environment Article. If you do not have the required Lead Inspection Certificate, you will not be permitted to register the rental property, nor allow occupancy of said property.

Please submit a copy of the Lead Inspection Certificate for each unit built prior to 1978.

General Information

1. It is unlawful to offer a unit for rent without first obtaining a Residential Rental License from the Town of Trappe. Licenses expire on June 30th of every year. Applications for renewal must be made 60 days prior to license expiration (May 1st). Property maintenance inspections are required biennially.
2. Rental property owners and their tenants shall comply with all ordinances of the Town of Trappe including those regulating property maintenance, parking, noise and nuisance conduct.
3. All rental properties are required to meet fire safety codes including installing and maintaining smoke detectors.
4. For a complete list of regulations, please review Section 12 of the [Trappe Town Code](#).

Submission Checklist

- Completed Rental License Application
- Check made payable to “Town of Trappe” for license fee (\$30 *per unit*) and inspection fee (\$62.50 *per unit*)

of units _____ x \$30.00 = \$ _____

of units _____ x \$62.50 = \$ _____

total payment \$ _____

- Lead Inspection Certificate copies (if applicable)

I, _____, declare and affirm under the penalties of perjury that all contents of this application are true and accurate to the best of my personal knowledge, information, and belief and acknowledge that any material misrepresentations or omissions are grounds for denial, suspension, or revocation of the Rental Property Registration.

Signature: _____ Date: _____