

Town of Ocean City, Maryland  
**RENTAL LICENSE APPLICATION FOR  
R1-RESIDENTIAL PROPERTY**

**\*\* Used ONLY For Single Family in R1 Area \*\***

**SECTION 1 – RENTAL LOCATION INFORMATION / RENTAL COMPANY INFORMATION**

RENTAL PROPERTY ADDRESS: \_\_\_\_\_  
# OF BEDROOMS: \_\_\_\_\_ RENTAL COMPANY INFO: \_\_\_\_\_  
RENTAL AGENT: \_\_\_\_\_ PHONE#: \_\_\_\_\_

**SECTION 2 – PROPERTY OWNER INFORMATION**

OWNER'S NAME: \_\_\_\_\_  
OWNER'S ADDRESS: \_\_\_\_\_  
(street address)  
\_\_\_\_\_  
(city) (state) (zip)  
OWNER'S TELEPHONE: \_\_\_\_\_  
(home telephone/cell phone) (Ocean City telephone)  
OWNER'S EMAIL ADDRESS: \_\_\_\_\_

**SECTION 3 – LOCAL EMERGENCY CONTACT - \*\* Required by Ordinance 30-402\*\***

Section. 30-402. – Required information: Name, address and telephone number of a resident agent.

EMERGENCY CONTACT or RESIDENT AGENT: \_\_\_\_\_  
(name)  
\_\_\_\_\_  
(address) (city) (state) (zip)  
\_\_\_\_\_  
(telephone number) (cell phone)

Per City Ordinance 1992-2, permission is granted to the Town of Ocean City to inspect these premises at any reasonable time prior to the issuance of during the term of this license. All properties shall be maintained in accordance with the Standard Housing Code International Property Maintenance Code and all other Town of Ocean City as well as any State or Federal Codes.

I declare that the statements contained in this application are true to the best of my knowledge and belief.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**RENTAL LICENSE FEE \$166.00 + NOISE CONTROL PERMIT \$25.00 = TOTAL: \$191.00**

**OFFICE USE ONLY:**

Control#: \_\_\_\_\_ License#: \_\_\_\_\_ Max Occup#: \_\_\_\_\_

**Town of Ocean City Licensing Department  
P.O. Box 5000  
Ocean City, Maryland 21843  
(410) 289-8861**

### CERTIFICATION OF OCCUPANCY

Because this is a single-family residence located in a neighborhood of mostly year-round, single-family houses, the renter (owner or rental agent) must, prior to occupancy, certify that only persons related by blood or marriage will be occupying the home during the lodging period and identify all occupants by name, age and relationship and/or there will be no more than four unrelated persons occupying the residence during the lodging period. Also, the renter must be able to present a lease/contract agreement upon request.

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**Below is a sample of a Certification of Occupancy that will be needed when renting your R1 property which will need to be signed by the owner or rental agent.**

Registered Occupants:

	Name	Age	Relationship
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

I, \_\_\_\_\_ do hereby declare that the above certification of occupancy is  
Print Name

correct and true. I realize that failure to comply with the laws with regards to single family homes in a R1 area, could result in a fine as set forth by the Town of Ocean City.

\_\_\_\_\_   
 Owner/Rental Agent

\_\_\_\_\_   
 Date