



Town of Delmar
100 SOUTH PENNSYLVANIA AVENUE DELMAR,
DELAWARE-MARYLAND 21875
(302) 846-2664 & (410) 896-2777 FAX (410) 896-9055

RENTAL LICENSE APPLICATION- DELMAR, MARYLAND

RENTAL LICENSE FEE: \$75.00 PER UNIT

PAID STAMP

Date: _____

Invoice# _____

_____ Single Family Unit
_____ Unit of Two-Family Residence
_____ Unit of Multi-Family Residence
_____ Unit of Apartment Building
_____ Other _____

I, _____ (Owner's Name), the legal owner of the dwelling located at _____ (Rental Address), do hereby apply for a license to rent the above dwelling unit in the **Town of Delmar, Maryland**. I understand that by this application, I give permission for inspection of the property to determine if this property is in compliance with **Ordinance 671** of the **Town of Delmar, Maryland**. This inspection may be performed without the necessity for obtaining any further permission or judicial warrant, except that the **Town of Delmar** will provide me and/or my tenant at least ten (10) days notice prior to any interior inspection or to require any tenant to allow entry for such inspection. Refusal to grant the Town Inspection permission to conduct an interior inspection shall constitute sufficient reason for the denial issuance of rental license or temporary certificate. **Owners are responsible for payment of the quarterly utility bill and any violations. Any unpaid bills incurred by failure to assume responsibility will result in a lien on the property.**

Owner/Agent Signature

Owner's Name: _____ Phone: _____

Address: _____ Email: _____

Agent's Name: _____ Phone: _____

Address: _____ Email: _____

Tenant's Name: _____ Phone: _____

Number of people: _____

This signed application and paid fee acts as a temporary rental permit until inspection. The Town of Delmar, Maryland, will issue your official rental license after final approval.

RENTAL ID: _____

FOR OFFICIAL USE ONLY

- ☐ APPROVED
☐ DENIED

LICENSE EXPIRATION: _____

INSPECTION DATE: _____

Town Manager/Code Enforcement Officer

**MARYLAND DEPARTMENT OF ENVIRONMENT (MDE)
LEAD POISONING PREVENTION PROGRAM LOCAL GOVERNMENT RENTAL
REGISTRY CHECKLIST**

In order to aid all local government agencies that have their own local rental registry programs in meeting the statutory requirements of Article 24, Political Subdivisions, 18-101, MDE has included a helpful checklist that should streamline the process. MDE's Lead Poisoning Prevention Program recommends that your agency use this form and determine the following prior to authorizing renting or leasing residential property.

Complete for each dwelling unit.

- 1) Is the residential property an "affected property", i.e., residential rental property built before 1978? YES ☐ NO ☐

***** If answer to #1 is "NO", proceed no further. *****

- 2) Property Owner's Name: _____
Address: _____

- 3) Property Address: _____

- 4) If "YES" to #1 above, has the property been registered? YES ☐ NO ☐

- 5) If "YES" to #1 above, is the property registration renewal current for this year? YES ☐ NO ☐

- 6) Provide the tracking number (formerly referred to as the owner registration number).

- 7) Did the current tenant move in on or after 2/24/1996? YES ☐ NO ☐

- 8) If "YES" to #8, provide the Lead Inspection Certificate Number for the current tenancy as required under §6-815 (c) of the Environment Article.

- 9) After 2/24/2006, all affected properties in which a person at risk resides or regularly spends 24 hours per week, and of whom the owner has been notified in writing, must satisfy the risk reduction standard specified in §6-815 (a) of the Environment Article. A person at risk is a child under the age of 6 years or a pregnant woman.

- Copy of statement of compliance attached. YES ☐ NO ☐

REVISED - June 2026

**RENTAL LICENSE'S WILL NOT BE APPROVED OR RENEWED WITH OUT
A CURRENT LEAD INSPECTION CERTIFICATE**

RESIDENTIAL INSPECTION CHECKLIST

Code Enforcement

410-896-2777 / 302-846-2664 ext. 104

ktrice@townofdelmar.us

Kitchen

- ⇒ Sink - no pipes visible or leaking / functioning normally / hot & cold water
- ⇒ Appliance's- functioning normally
- ⇒ Windows / Glass / Screens - needs to be in good condition / no rips in screen or cracks in glass
- ⇒ Outlets / GFI - no cracks
- ⇒ Floor - no soft spots or trip hazards
- ⇒ Smoke detector 10 ft away from cooking appliance AT MAX
- ⇒ Carbon monoxide detector if there are gas or propane appliances

Bathrooms

- ⇒ Toilet - water damage / no cracks / functioning properly
- ⇒ Sink - no pipes visible or leaking / functioning normally / hot & cold water
- ⇒ Bathtub / Shower - hot & cold water / drains properly / water damage
- ⇒ GFI Outlet - no cracks
- ⇒ Ventilation - working fan and/or window

Habitable Rooms

- ⇒ Windows / Glass / Screens - needs to be in good condition / no rips in screen or cracks in glass
- ⇒ Walls - no visible signs of mold / no peeling paint / walls are sealed
- ⇒ Floors - no soft spots or trip hazards
- ⇒ Ceilings - no visible signs of mold / no peeling paint / ceilings are sealed
- ⇒ Light Fixtures & Switches - no cracks in cover / functioning correctly
- ⇒ Outlets - no cracks
- ⇒ Smoke Alarms - functioning correctly / in every bedroom and hallway
- ⇒ Fire Hazards - all stairs and landings clear

Premises

- ⇒ Noxious Weeds/ Overgrown Grass
- ⇒ Sanitation/Rubbish
- ⇒ Insects & rodents
- ⇒ Motor vehicles - no abandoned vehicles / expired tags
- ⇒ Accessory Structures (requires permit)