City of Bowie

Application for License of a Rental Dwelling

_____ $100.00

Rental Property Address Including Zip Code **License Fee Due**

Required:

_____
Owner(s)

_____
Physical Address (Different from Rental Property, No PO Boxes, Not the Property Mgmt/Local Agent Address)

_____
City, State, Zip:

_____ _____
Owner(s) Phone Number: Owner(s) E-mail / Fax Number:

_____ _____
Property Mgmt/Local Agent Phone Number: Phone Number:

_____ _____
Contact Name: Fax Number:

_____ _____
Address: E-mail:

_____
City, State, Zip:

All rental properties are subject to periodic inspection to determine compliance with the Bowie City Code. These inspections are a condition of the license or temporary certificate. The City will provide at least ten (10) days notice prior to any scheduled interior inspection, unless the inspection is necessary to prevent or resolve an emergency. Failure to allow entry for such inspections or to require any tenant to allow entry for such inspections shall constitute sufficient reason for the denial or revocation of the rental license or temporary certificate.

Owners of property supplied by City of Bowie water are ultimately responsible for payment of the water bill. All owners are responsible for yard maintenance and any expenses incurred by the City as a result of correcting yard maintenance violations. Any unpaid bills incurred by failure to assume responsibility for these duties will become a lien on the property.

City Ordinance 5-9 (A): Owners who do not reside within fifty (50) miles of the City must designate on the application the name, address, and telephone number of a property manager or local agent residing within fifty (50) miles of the City, who is authorized by the owners to receive inspection notices and other correspondence regarding violations pertaining to the property, other than citations or other legal process, and the owners shall keep such information current.

_____ _____
Owner/Manager Signature: Date:

Please sign and send payment (Check/Money Order) to the City of Bowie
15901 Excalibur Road, Bowie, MD 20716
Attn: Housing Division **(301) 809-3008**

.....Rev: 5/11