Town of Berwyn Heights

5700 Berwyn Road
Berwyn Heights, MD 20740
Code Tel. (301) 513-9331
Town Tel. (301) 474-5000
Fax (301) 474-5002

RENTAL HOUSING DISCLOSURE FORM

OWNER/AGENT: _____

ADDRESS: _____

CITY: _____

PHONE NUMBER: _____

RENTAL PROPERTY ADDRESS: _____

Every holder or applicant of a Town of Berwyn Heights Rental License under Ordinance 120 of the Town Code must provide the following disclosures and documents to his/her tenants, renters or occupants as a condition of the issuance or renewal of the rental license.

1) Ordinance 120 (Rental Housing) with special attention to Section V, VI, VII and XI - has been and will be distributed to present and future tenants of the above listed property. (Enclosed)

2) Ordinance 114 (Peace, Order and Nuisance) has been and will be distributed to present and future tenants of the above listed property. (Enclosed)

3) Ordinance 107 (Clean Lot) has been and will be distributed to present and future tenants of the above listed property. Owner/Occupants are aware of the responsibility for maintaining clean ground and premises free of litter. (Enclosed)

4) Ordinance 117 (Refuse Collection) has been and will be distributed to present and future tenants of the above listed property. (Enclosed)

5) Ordinance 119 (Traffic and Parking) has been and will be distributed to present and future tenants of the above listed property. (Enclosed)

6) An express stipulation that the owner has delivered said leased premises as required by Ordinance 120 in a clean, safe and sanitary condition.

7) That the Mayor and Council is available to address through mediation and housing disputes/problems that might arise between the lessee and lessor or between the lessee/lessor and neighbors.

-OVER-

8) The number of unrelated persons who are legally authorized to occupy the said premises are five. Additional permanent occupants are prohibited. The undersigned owner/agent hereby certifies in writing that the above provisions of this disclosure have been/will be adhered to. This document, with the owner's/agent's and tenants' signatures affixed, must be received by the Code Enforcement Office before the issued/renewed. In the event a tenant declines to sign the Disclosure Form, the owner/agent shall indicate this in writing, in the space provided for the tenant's signature, by noting, under oath subject to the penalty of perjury, the "Tenant Decline," and also noting the tenant's apartment, room number or like designation.

Owner/ Agent: _____ Date: _____

Tenant: _____ Date: _____

Tenant: _____ Date: _____

Tenant: _____ Date: _____

Tenant: _____ Date: _____

Tenant: _____ Date: _____

OATH CONCERNING TENANT(S), WHO DECLINE TO SIGN
I, OWNER/AGENT OF THE ABOVE PREMISES, SOLEMNLY AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE STATEMENT "TENANT DECLINE' INSERTED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

OWNER/AGENT SIGNATURE: _____

* NOTE: After completion, please return immediately to the Berwyn Heights Code Compliance Department.