



## CITY OF HYATTSVILLE

4310 Gallatin Street  
 Hyattsville, Maryland 20781  
 (301) 985-5000  
[www.hyattsville.org](http://www.hyattsville.org)

### MULTI-FAMILY UNIT LICENSE APPLICATION

<b>OWNER INFORMATION</b>			
<b>Name of Apartments:</b>			
<b>Property Address:</b>			
<b>Property Owner(s) Name:</b>			
<b>Mailing Address:</b>			
<b>Email:</b>		<b>Phone:</b>	
<b>Certificate of Occupancy #:</b>		<b>New</b> <input type="checkbox"/>	<b>Renewal</b> <input type="checkbox"/>
<p>You may designate a tenant or building manager as an agent. Addresses, including email addresses, should be one where the identified owner/agent agrees to receive notices and other official documents.</p> <p>You must provide a copy of the State of Maryland Lead Paint Certificate for properties built before 1978. Single-family rental properties occupied by the property owner(s) are exempt from lead registration.</p> <p>Multi-Family and Occupancy licenses are not transferrable, by the license holder, to another person or entity.</p>			
<b>PROPERTY MANAGEMENT INFORMATION</b>			
<b>Name:</b>			
<b>Mailing Address:</b>			
<b>Email:</b>		<b>Phone:</b>	
<b>Lead Paint Registry Tracking #</b>			
<b>Lead Inspection Certificate #</b>		<b>Year Structure Built:</b>	
<b>PERMIT CLASSIFICATION</b>			
**Please note that a Prince George's County Certificate of Occupancy is required for structures with more than one (1) unit.			
<b>Structure</b>	<b>Quantity</b>	<b>Fee Per Unit/Room/Structure</b>	<b>Amount Due</b>
2 – 5 Units <input type="checkbox"/>	_____ (Units) x	\$120.00 Per Unit =	\$_____.00
6 or More Units <input type="checkbox"/>	_____ (Units) x	\$120.00 Per Unit =	\$_____.00
<p>Cash, check, or money order are all acceptable forms of payment. Payments can be made in person or by mail after submission of completed application.</p> <p>For your convenience, if your check is dishonored or returned for NSF or uncollected funds, check amount will be electronically debited from. A state allowable processing fee will be charged separately.</p> <p>For additional information, please review the City's <a href="#">Residential Code Compliance Brochure</a> or contact the Office of Code Compliance at (301) 985-5014.</p>			
<b>PROPERTY OWNER'S SIGNATURE</b>			
<b>Signature:</b>		<b>Date:</b>	