



Town of Georgetown Residential Rental License Application

Pre-Rental Inspection Fee: \$175.00 due with application

Check One that Applies:

- _____ Residential Rental Unit Number of Bedrooms: _____ Fee: \$65
- _____ Supportive/Transitional Housing Rental Unit Number of Bedrooms: _____ Fee: \$65
(Copy of State of Delaware license, if any, and floor plan required along with completed Supportive/Transitional Housing Registration Form.)
- _____ Rental Room Number of Rooms Rented: _____ Fee: \$12 per room (\$60 minimum)

Rental Property Address: _____

Property Owner Name*: _____

*If the applicant is a Corporation or Partnership please provide a list of all principal officers or partners, addresses and telephone numbers. You may attach a separate sheet with this information.

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____

Email: _____

Property Manager (if applicable): _____

Property Manager Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Email: _____

I, the undersigned license holder and/or applicant, certify to the best of my knowledge, the following (per Chapter 130-15):

- A. such rental unit has a functioning smoke detection device(s) and those other safety devices required by the Fire Marshal of Sussex County
- B. the number and relationship of people per unit or building is in compliance with the Town's Housing Code, Building Code and Zoning Ordinance
- C. the appearance of the dwelling, parking area and grounds shall be maintained
- D. that the license holder or applicant has not made any misrepresentation of fact in the license application, and the information on the application is true and correct and that a false answer can subject the application to denial or a license revocation

- E. that the unit meets the current applicable federal and state laws and local ordinances, including the Building Code, Zoning Ordinance, Housing Code, and other health, safety and fire codes applicable within the Town of Georgetown, which the Town seeks to enforce
- F. that the license holder or applicant acknowledges receipt of the following Town of Georgetown Codes:
 - 1. Chapter 116 - Housing Standards
 - 2. Chapter 144 - Noise
 - 3. Chapter 165 - Property Maintenance
 - 4. Chapter 212 - Vehicles, Abandoned or Inoperable
 - 5. Chapter 130 - 15 Rental Licenses
- G. that the unit complies with the off-street parking requirements in the Zoning Ordinance
- H. that pre-license inspection is required on all new rental units at the applicant's expense, the first application for a rental license on a property will include a minimum fee to be paid at the time of application any additional fees required by the inspection that are not normally required will be invoiced if a license lapses' a pre-rental inspection and fee shall be required as if it were new

I understand my rental license will only be issued when all sections of this application have been completed in its entirety, an inspection of the property has been approved by the Town of Georgetown and all proper fees have been paid.

Applicant Signature

Date

BELOW FOR OFFICE USE ONLY

Pre-License		
Date Appl. received: _____	Inspection Fee received: _____	CASH / CHECK#: _____
Pre-Rental Guide Issued/initials: _____	Supportive/Transitional Housing Reg. Form Received: _____	
Inspection Date/initials: _____	Time: _____	Applicant Notified on/via: _____

Inspection		
Inspected By: _____	Inspection Report Received/initial: _____	
# of Bedrooms: _____	# of Tenants Permitted: _____	Pass _____ Fail _____
*If property fails inspection next inspection scheduled for: _____ Time: _____		
Applicant Notified on/via: _____	Inspection: Pass _____ Fail _____	
*Additional fees not covered by the collected inspection fee:		
Invoice #: _____	Amount: _____	Date Due: _____

Rental License		
License Fee received: _____	CASH/CHECK #: _____	Account #: _____
Date/Initials entered in system: _____		
Rental License is: Approved _____ Denied _____	By: _____	
*All appropriate documentation and passing inspection form(s) have been attached to this application: _____		