

CITY OF FROSTBURG OWNER'S AGENT CERTIFICATION

RENTAL HOUSING OWNER'S AGENT CERTIFICATION APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT
CITY HALL
37 BROADWAY, P.O. BOX 440
FROSTBURG, MD 21532

In accordance with Ordinance 2014-04, Owner's Agents are to be certified by the City of Frostburg; completion of this form certifies an individual as an Owner's Agent. An Owner's Agent must: be a natural person twenty-five (25) years of age or older whose residence or business office is located within a twenty-five (25) mile radius of the City (see exhibit 1 of Rental Housing Code for map).

Agent Name: _____

Business Name (if applicable): _____

Mailing Address: _____

Physical Address (if different than above): _____

e-mail address: _____

Phone No.: _____ Cell Phone No.: _____

Preferred Contact Method: e-mail phone cell phone

Owner's Agent Type: Individual Business

Publish name on website as a Certified Owner's Agent? Y / N

Driver's License Attached? Y / N *A copy of the Owner's Agent's Driver's License must be attached for certification.*

I, _____, agree to act as a certified Owner's Agent within the City of Frostburg. As such, I have read the Frostburg Rental Housing Code, Ordinance 2014-04, and understand the regulations and referenced codes set forth therein. I understand the responsibilities of a certified Owner's Agent, and agree to act in accordance with the regulations specified in the Frostburg Rental Housing Code.

Signature: _____

Date: _____

The City will hold the owner of a rental unit generally responsible for meeting requirements of this Ordinance both directly and through activities of any identified certified Owner's Agent provided by the owner when required herein, and will in this regard apply penalties and take enforcement measures against the owner as a remedy when deficiencies are noted by inspection or when rental units are not properly registered.

"Owner's Agent" shall not be deemed to have any legal authority or power that may be conferred on persons otherwise known as "Property Managers" or any other term that may be referenced in the Annotated Code of Maryland or COMAR related to real estate management. Having an "Owners Agent" shall not excuse any Owner from their responsibilities as set forth in the Rental Housing Code.

PLEASE LIST PROPERTIES TO BE MANAGED IN THIS CALENDAR YEAR ON THE REVERSE SIDE OF THIS FORM.

Property Address	Owner Name	Number of Units
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

OFFICE USE ONLY

Date Received: _____

Copy of Driver's License? Y / N

Date Certified: _____

Certified by: _____