

Rental Property Registration Form



The Mayor & Council of Middletown
19 West Green Street
Middletown, DE 19709-1315
Phone: 302-378-1171
Fax: 302-378-5675
www.middletown.delaware.gov
rentals@middletown.delaware.gov

REGISTRATION NO. _____ **DATE RECEIVED:** _____ (*Office use only*)

Is this a New Rental Registration: _____; or Re- Registration: _____; or Updating Information: _____

Street Address of Rental Property: _____

Apartment/Unit No.: _____

Tax Parcel No.: _____ # of Units within Rental Property: _____

Type of Unit: Apartment/Condominium Duplex
 Townhouse Single Family

Total # of Rooms: _____; Total # of Bedroom(s): _____; Total # of Bathroom(s): _____

Basement: **Y** **N**; If yes % finished: _____ Live- In Attic: **YES** **NO** : If yes % finished: _____

OWNER INFORMATION: (Provide owner's contact information if there is no property management Company /person)

Property Owner name: _____

Property Owner address: _____

Owner / Agent Name: (Person of Contact) _____

Owner/ Agent Contact Phone #: _____

Town Business License #: _____ Authorized Agent Town Business License #: _____

The owner & authorized agent are responsible to update the Town in writing if any changes are made to the rental information provided. Rental properties must be re-registered every three (3) years from date of approval with the Town.

The undersigned applicant(s) further states that he/she is knowledgeable of, and has complied with, and will continue to comply with, all ordinances and codes of the Town of Middletown, including but not limited to: Chapter 120 Rental Properties Code; Chapter 119 Property Maintenance Code; Town of Middletown Zoning Code; Delaware State Housing Code; and all other adopted codes of the Town of Middletown.

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT

***Property owner's Signature**

/ Print

Date

Chapter 120 - Rental Properties Ordinance - <http://ecode360.com/13832819>

OFFICE USE ONLY:

Approved by: _____

Date: _____

*The Town of Middletown License and Inspection Department reserves the right
to make changes or corrections to this form at its discretion. Rev. 6.1.21*