



City of Cambridge

Municipal Utilities Commission

410 Academy Street
Cambridge, Maryland 21613
Telephone: 410-228-5440

If you have not registered a property with the City of Cambridge, here is what you need to do.

All property built before 1978

First Step – Register with MDE (Maryland Dept. of Environment) **1-800-776-2706** or see their website www.mde.state.md.us/lead

1. They will issue you a tracking #
2. They will send you a packet to complete & return for their registration

Second Step – Call a licensed lead inspector to come out and inspect the property.

1. He will issue you a certificate or
2. Let you know what has to be done to pass for you to do
3. After work complete – have reinspected

Third Step – Bring Certificate to MUC (Municipal Utilities Commission) for your file

1. Print the Registration Form provided below – Complete & Return
2. You will be sent your registration bill in the mail **\$58.00** a unit annually
3. Pay your registration after you receive the bill

***NEW LEAD CERTIFICATES ARE REQUIRED AT CHANGE OF TENANCIES FOR AFFECTED PROPERTIES**

***IF NON-OWNER OCCUPIED PROPERTY IS NOT REGISTERED, YOU ARE IN VIOLATION AND COULD BE CHARGED \$100 A DAY**

DROP OFF ALL FORMS AND CERTIFICATES TO MUC (MUNICIPAL UTILITIES COMMISSION) AT 410 ACADEMY STREET, PLACE IN THE DROPBOX, OR EMAIL COMPLETED ITEMS TO MUC@CHOOSECAMBRIDGE.COM



Rental Registration Form

Municipal Utilities Commission
410 Academy Street
Cambridge, Maryland 21613
Telephone: 410-228-5440

Ordinance No. 1006 Chapter 10 "Licenses" §10-11 of the City Code of Laws

Complete one form for each property or each dwelling unit within a multi-family building.

Property Address: _____
Number Street Apt. #

Year structure was built: _____ Property Tax ID#: 07-_____

Property Owner Information (for additional owner, or resident agent please use reverse of sheet):

Name: _____
First M.I. Last

Address: _____
Number Street Apt. #

City or Town County State Zip Code

(H) Phone: _____ (C) Phone: _____ (W)Phone: _____

All properties built before 1978 must have a Lead Inspection Certificate for each tenancy required under the Maryland Department of the Environment (MDE), §6-815(c) of the Environment Article. If you do not have the required Lead Inspection Certificate, you will not be permitted to register the rental property, nor allow occupancy of said property.

If this structure was built before 1978, please complete:

Lead Inspection Cert. No.: _____ Date issued: _____ MDE Tracking No.: _____
Has the property been inspected by an accredited lead inspector for the current tenancy? ____ Yes ____ No

It shall be unlawful for any property owner to offer any unit for rent or to allow any rental unit to be occupied without having first registered the property as a rental. The Department of Public Works, Code Enforcement Division, must be notified within ten (10) days of any change in the authorized agent/property manager. Any violations of this Ordinance, as adopted by the City of Cambridge, shall be deemed guilty of a municipal infraction, the fines for which shall be in accordance with said Ordinance.

I solemnly declare and affirm under the penalties of perjury that the information above is true, accurate and complete.

(Owner/Agent Printed Name)

(Owner/Agent Signature)

(Date)

**MAKE ALL CHECKS PAYABLE TO THE
MUNICIPAL UTILITIES COMMISSION**

Additional Property Owner / Resident Agent Information

Please indicate: _____ Owner _____ Resident Agent

Name: _____
First M.I. Last

Address: _____
Number Street Apt. #

City or Town County State Zip Code

(H) Phone: _____ (C) Phone: _____ (W) Phone: _____

Please indicate: _____ Owner _____ Resident Agent

Name: _____
First M.I. Last

Address: _____
Number Street Apt. #

City or Town County State Zip Code

(H) Phone: _____ (C) Phone: _____ (W) Phone: _____

Please indicate: _____ Owner _____ Resident Agent

Name: _____
First M.I. Last

Address: _____
Number Street Apt. #

City or Town County State Zip Code

(H) Phone: _____ (C) Phone: _____ (W) Phone: _____

**MAKE ALL CHECKS PAYABLE TO THE
MUNICIPAL UTILITIES COMMISSION**