



PLEASE SUBMIT TO:
 City of Bremerton
 Tax & License Division
 345 6th Street Ste. 600
 Bremerton, WA 98337
 Phone: (360) 473-5311
 or (360) 473-5298

LANDLORD LICENSE APPLICATION

OFFICE USE ONLY

Fee Due: _____ (\$75/yr.)

License# _____

Instructions are on the reverse side of this form.

Start Date of Rental Activity in Bremerton: _____

PROPERTY OWNER

Required

Name _____

Phone Number _____

Address _____

City, State, Zip _____

Email _____

SECONDARY POINT OF CONTACT

Optional

Name _____

Phone Number _____

Address _____

City, State, Zip _____

Email _____

RENTAL PROPERTIES

| List addresses of all Rentals within City (Attach additional pages if needed): | # of Units | Check One | |
|--|------------|--------------------------|--------------------------|
| | | Commercial | Residential |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | _____ | <input type="checkbox"/> | <input type="checkbox"/> |

The following certification applies only to landlords with Residential Property:

DECLARATION OF COMPLIANCE

By my signature below, I certify, to the best of my knowledge, that: 1) the information provided on this form is true and correct; 2) I have listed above all my residential rental properties located in the City of Bremerton; and 3) each dwelling unit on such property complies with the standards set forth in the State Landlord Tenant Act, Title 59, Section 59.18.060 and do not present conditions that endanger or impair the health or safety of the tenants.

The Residential Rental Inspection Checklist provides a list of the areas that should be inspected to comply with the standards set forth in RCW 59.18.060. The checklist does not need to be returned with this application.

I understand that if my residential rental properties are found to be in non-compliance with the health and safety requirements outlined in RCW 59.18.060, that per Bremerton Municipal Code 5.06, code enforcement action may be taken.

ALL APPLICATIONS MUST BE SIGNED

The undersigned hereby certifies that the information provided on this application is true and correct, to the best of his/her knowledge.

Print Full Name: _____ Signature: _____ Date: _____

Instructions for completing the Landlord License Application

Any person renting or leasing real property for gain, either commercial or residential, is required to obtain a general business license under BMC 5.02. Additionally, residential landlords are required to sign a declaration that their properties comply with the standards set forth in the Washington State Landlord Tenant Act (RCW 59.18.060) under BMC 5.06.

Fee Due: The license fee is currently \$75.00 per year, but is prorated monthly throughout the calendar year for new applicants. If you became a landlord during any month other than January, contact our office for the prorated license fee amount. License fees are non-refundable. Licenses are renewed annually.

Mailing Address For License and Renewals: Our office will default the mailing address for licenses and renewals to that of the Property Owner.

Property Owner: (Required for Commercial and/or Residential landlords) For the purpose of this license, "property owner" means the person(s) in whom is vested all or any part of the legal title to the rental property, of all or part of the beneficial ownership and right to present use and enjoyment of the property. Provide the property owner's name, phone number, mailing address, and email address in the space provided. Email is the preferred method of contact used by BPD for the Landlord Notification Program.

Secondary Point of Contact: (Optional) In the space provided, fill in the name and contact information of a secondary point of contact.

Rental Properties: (Required for Commercial and/or Residential landlords) In the space provided, list the address and number of units per address for all of your rental properties within the City limits of Bremerton. For each address check the appropriate box for property type, residential or commercial. If you need more space, attach additional pages.

Signature: (Required for Commercial and/or Residential landlords) All applications must be signed and dated by the property owner or an authorized signer certifying that the information provided is true and correct, to the best of his/her knowledge. Additionally, Residential landlords are required to sign a declaration that each dwelling on all rental properties located in the City of Bremerton are in compliance with the standards set forth in the Washington State Landlord Tenant Act (RCW 59.18.060) under BMC 5.06.

Submit to: Return completed applications along with payment for the license fee to City of Bremerton, Tax and License Division, 345 6th Street Ste. 600, Bremerton, WA 98337.

If you have any questions, contact the Tax and License Division at (360) 473-5311 or (360) 473-5298.