



Montgomery County Department of Housing and Community Affairs  
 Licensing and Registration  
 1401 Rockville Pike, 4<sup>th</sup> Floor, Rockville, Maryland 20852 • (240) 777-0311  
 FAX (240) 777-3699 • TTD (240) 777-3679 • <http://www.montgomerycountymd.gov/dhca>

## Common Ownership Community REGISTRATION

Effective January 1, 1991, all\* condominium, cooperative and homeowner associations  
**MUST** register with the Commission on Common Ownership Communities  
 through Montgomery County Department of Housing and Community Affairs.

### REGISTRATION FEE SCHEDULE (Total Payment Due MUST Accompany Application)

Please note that Registration Fees should be paid for each Fiscal Year based on the number of units built and sold by the end of the Fiscal Year. When construction is ongoing or property is being converted from Multi-Family rental, current Fiscal Year Registration Fees should be based upon the best possible estimate.

The Registration year is **July 1 through June 30**. **Fees cannot be prorated**. Please calculate the total amount due as follows: Accumulated.

FISCAL YEAR		NUMBER of UNITS		PER UNIT FEE		FISCAL YEAR TOTAL DUE
1994	7/01/93 – 6/30/94		X	\$1.50	=	
1995	7/01/94 – 6/30/95		X	\$1.50	=	
1996	7/01/95 – 6/30/96		X	\$1.50	=	
1997	7/01/96 – 6/30/97		X	\$1.50	=	
1998	7/01/97 – 6/30/98		X	\$1.50	=	
1999	7/01/98 – 6/30/99		X	\$1.50	=	
2000	7/01/99 – 6/30/00		X	\$1.50	=	
2001	7/01/00 – 6/30/01		X	\$1.50	=	
2002	7/01/01 – 6/30/02		X	\$1.50	=	
2003	7/01/02 – 6/30/03		X	\$1.50	=	
2004	7/01/03 – 6/30/04		X	\$2.25	=	
2005	7/01/04 – 6/30/05		X	\$2.25	=	
2006	7/01/05 – 6/30/06		X	\$2.25	=	
2007	7/01/06 – 6/30/07		X	\$2.25	=	
2008	7/01/07 – 6/30/08		X	\$2.25	=	
2009	7/01/08 – 6/30/09		X	\$2.25	=	
2010	7/01/09 – 6/30/10		X	\$1.00	=	
2011	7/01/10 – 6/30/11		X	\$3.00	=	
2012	7/01/11 – 6/30/12		X	\$3.00	=	
2013	7/01/12 – 6/30/13		X	\$3.00	=	
2014	7/01/13 – 6/30/14		X	\$3.00	=	
2015	7/01/14 – 6/30/15		X	\$3.00	=	
2016	7/01/15 – 6/30/16		X	\$3.00	=	
<b>TOTAL AMOUNT DUE</b>						

**Payment by \*\*check or money order made payable to Montgomery County, MD MUST Accompany Application!**

\*\*Montgomery County Government now uses the services of CheckVelocity - Enhanced Check Management Services. If your check is returned unpaid, your account will be debited electronically for the original check amount and electronically or via paper for the state's maximum allowable service fee. Payment by check constitutes authorization of these transactions. You may revoke your authorization by calling (800)666 - 5222 ext. 2 to arrange payment for any outstanding checks and service fees due. [www.checkvelocity.com](http://www.checkvelocity.com)

\*Note: Registration requirements as outlined in Chapter 10B of the Montgomery County Code do not apply to properties within the incorporated Municipalities of Chevy Chase Village, Town of Chevy Chase, City of Gaithersburg, Town of Garrett Park, Town of Kensington, Town of Laytonsville, Town of Poolesville, Town of Somerset and Town of Washington Grove. You may wish to contact the local municipalities for further information on requirements.