



Montgomery County Department of Housing and Community Affairs
Division of Housing

Licensing and Registration Unit

1401 Rockville Pike, 4th Floor, Rockville, Maryland 20852

www.montgomerycountymd.gov/dhcalicensing • 240-777-3666 • FAX 240-777-3699 • TTD 240-777-3679

Email: LicReg.Intake@montgomerycountymd.gov

ADMINISTRATIVE AGENT / MANAGEMENT COMPANY
UPDATE FORM

LICENSE #: _____ PROPERTY: _____

Today's Date:

Administrative Agent and/or Management Company

(Retaining an Administrative Agent is not required.)

Who should we contact for business purposes, such as annual license renewal?

[] Owner as listed on rental license

or

[] Administrative Agent and/or Management Company as Listed Below (Check box below)

[] Administrative Agent

[] Management Company

Dr.
Mr.
Ms
Mrs.

Full Name

Street Address

Company Name (if applicable)

City

State

Zip

Daytime Phone

Evening Phone

Fax#

Email Address

Remit by mail, fax or email:

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