



PLEASE SUBMIT TO:  
 City of Bremerton  
 Tax & License Division  
 345 6th Street Ste. 100  
 Bremerton, WA 98337  
 Phone: (360) 473-5311  
 or (360) 473-5298

# LANDLORD LICENSE APPLICATION

<b>OFFICE USE ONLY</b>	
Fee Due: _____	(\$75/yr.)
License# _____	

**Instructions are on the reverse side of this form.**

PROPERTY OWNER INFORMATION Required	
Start Date of Rental Activity in Bremerton _____	
Name _____	
Phone Number _____	Email _____
Mailing Address _____	
City, State, Zip _____	
Physical Address _____	
City, State, Zip _____	

SECONDARY POINT OF CONTACT Optional	
Name _____	
Phone Number _____	
Address _____	
City, State, Zip _____	
Email _____	

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

**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 for new applicants to \$37.50 for landlords that begin renting after July 1st. 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. 100, Bremerton, WA 98337.

*If you have any questions, contact the Tax and License Division  
at (360) 473-5311 or (360) 473-5298, or by email at [taxinfo@ci.bremerton.wa.us](mailto:taxinfo@ci.bremerton.wa.us)*