

This form is not printable, and cannot be completed online. This is a complex form with signatures needed on various pages. The Court requires the carbonless multi-part form, which is available from any District Court location (Baltimore City Civil forms can be found at Hubbard and Gay Street location only). A sample form is provided here so you may see the information needed to complete the carbonless form.

Landlord
Address
City State Zip
Date
☐ Mailed to Tenant
Constable/Sheriff
Served on Party:
Date

FAILURE TO PAY RENT - LANDLORD'S COMPLAINT FOR REPOSSESSION OF RENTED PROPERTY (REAL PROPERTY § 8-401)

- The property is described as: _____, Maryland.
- Is the property required to be licensed in order to operate as a rental property?
☐ No ☐ Yes, provide License number and expiration date
☐ Yes, but unlicensed because: ☐ exempt; ☐ of reasons under RP § 8-406(c)(1)(iii), (iv), or (v); ☐ other: _____
- The property: ☐ is affected property under § 6-801, Environment Article, its registration with the MDE is current, and its registration has been renewed as required; MDE inspection certificate number, _____, is valid for the current tenancy; or ☐ owner is unable to state Certificate No. because: ☐ exempt ☐ tenant refused access or to relocate/vacate for remedial work. ☐ The property is not affected.
- The tenant rents from the landlord who asks for possession of the property and a judgment for the amount determined to be due.
- This ☐ is not ☐ is a government subsidized tenancy ☐ § 8 ☐ other. Tenant is responsible to pay the following amount of rent: \$ _____ due on the _____ of the ☐ week ☐ month, which has not been paid or reduced to judgment.
As of today, rent is due for the ☐ weeks ☐ months of _____ in the total amount of \$ _____ less tenant payments of \$ (_____) for utility bills, fees, and security deposits under PU § 7-309 / RP § 8-212.3. \$ _____
Late charges accruing in or prior to the month in which the complaint was filed for the ☐ weeks ☐ months of _____ are due in the amount of _____ \$ _____
SUBTOTAL \$ _____
- ☐ The landlord requests rent becoming due after the date of filing, but due by the date of trial in the amount of _____ \$ _____
- TOTAL \$ _____
- The landlord requests foreclosure of the tenant's rights of redemption due to prior judgments; prior case numbers and judgment dates within the past 12 months: _____
- All the tenants on the lease are listed above. ☐ At least one tenant is in the military service. ☐ No tenant is in the military service and the facts supporting this statement are: _____
Specific facts must be given for the court to conclude that each tenant who is a natural person is not in the military. ☐ Verified through DOD at: scra.dmdc.osd.mil
- I am unable to determine whether or not any tenant is in the military service.
- ☐ The tenant is deceased, intestate (not having made a legal will), and without next of kin.
- Landlord provided a Notice of Intent to File a Complaint for Summary Ejectment (Failure to Pay Rent) to the tenant on _____ by ☐ first-class mail – mail service certificate of mailing ☐ affixed to door of the leased property ☐ delivered electronically – proof of transmission. I do solemnly affirm under the penalties of perjury that the matters and facts set forth above are true to the best of my knowledge, information, and belief.

Print Name of Signer (Landlord/Attorney/Agent) Signature of Landlord/Attorney/Agent Attorney Number / Party # Date
Address Telephone
Fax
Continued to Request of E-mail Reason

DISPOSITION

The following parties appeared on final trial date: ☐ Landlord ☐ Landlord's Agent/Attorney
☐ Tenant1 ☐ Tenant 2 ☐ Tenant 3 ☐ Tenant 4 ☐ Tenant's Attorney
☐ Judgment in favor of landlord for possession of the premises and costs
Rent due and unpaid: \$ _____ minus utility credits of \$ _____ under PU § 7-309 / RP § 8-212.3
Net due and unpaid: \$ _____ by: ☐ Default ☐ Trial ☐ Consent ☐ No right of redemption
☐ Money judgment for \$ _____ plus costs against tenant #1 ☐ #2 ☐ #3 ☐ #4 ☐
☐ Voluntary dismissal by: ☐ Landlord ☐ Stipulation of parties
☐ Case Dismissed ☐ Landlord FTA ☐ No party appeared ☐ Other: _____
☐ Judgment for tenant
☐ If applicable: ☐ Landlord has violated RP § 8-216(b)
☐ Actual Damages of \$ _____
☐ Reasonable Attorney's Fees of \$ _____ and costs
Execution stayed until _____
Execution stayed by filing an approval appeal bond in the amount of \$ _____

SUMMONS

TO the sheriff or constable (in Wicomico Co., other process server): you are ordered to notify the tenant, assignee, subtenant, or their agent, by personal service, if requested by the landlord, to appear in the District Court to show cause why the demand of the landlord should not be granted. Personal service may be performed at the property subject to this complaint or at any other known address. If the landlord has not requested personal service, or if at least one person to be served cannot be located and served, affix an attested copy of the summons and complaint conspicuously on the subject property and mail a copy to the tenant, assignee, or subtenant by first-class mail to the address specified by the landlord. In the case of a deceased tenant, notify the occupant or next of kin of the deceased tenant by the same procedure.

Judge ID Number Date Judge/Clerk Date

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① Tenant		② Tenant		Constable/Sheriff
③ Tenant		④ Tenant		
Address				
City		State	Zip	Served on Party:
Date				

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Print Name of Signer (Landlord/Attorney/Agent)	Signature of Landlord/Attorney/Agent	Attorney Number / Party #	Date
Address		Telephone	
Fax	E-mail		
Continued to	Request of	Reason	

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Judge/Clerk _____ Date _____

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Case Numbers & Judgment Dates
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Notice: If judgment for a sum certain was entered, you may file a request that this judgment be recorded.

Judge/Clerk _____ Date _____

NOTICE TO THE TENANT

1. If you need an **interpreter** or a **reasonable accommodation under the Americans with Disabilities Act**, please contact the court immediately.
2. The court may limit the use of cell phones and other electronic devices in certain areas of the courthouse.
3. Your landlord is required by law to give you a written notice that they intend to file a case against you ten (10) days before filing the complaint for failure to pay rent. If you did not receive the notice, tell the judge at the beginning of your hearing.
4. This complaint asks the court to evict you for not paying rent. The landlord can include rent that isn't due on the date the landlord filed but is due before the trial date. This is sometimes called "future rent." It is listed on line seven (7) of the complaint.
5. You have the right to go to court and to be heard by a judge. The date and time of your hearing are stamped on the first page of this complaint.

If you decide to go to court:

- Please be early and bring this paper with you.
 - If you have paid your rent and late fees by the trial date, bring your receipt, and show it to the judge when your case is called.
 - If your lease requires the landlord to pay the gas or electric bill and you ended up paying it, bring proof of payment to court.
 - If you believe that you have paid your rent and fees in full or that the amount the landlord says you owe is wrong, bring proof with you.
 - If you believe that you have any other defense to this complaint, be prepared to state all the facts clearly to the judge.
 - You have the right to bring a lawyer with you to represent you at the hearing. Under the **Access to Counsel in Evictions Law**, all income qualified tenants will have access to an attorney. Call 211 or visit legalhelpmd.org to see if you qualify.
6. **What happens next if the court enters a judgment for the landlord?**
- The court has entered a judgment for possession for the landlord: this means that you have lost your case.
 - If you don't pay the rent and late fees due within seven (7) business days, the court will sign a Warrant of Restitution if requested by the landlord. The court will send the warrant to the sheriff (constable in Baltimore County), who will schedule the eviction.
 - The eviction will be cancelled if you pay all money due, including filing fees, before the eviction occurs, unless the judgment issued by the court is without right of redemption. See next paragraph.
 - If there have been three (3) prior judgments (four (4) in Baltimore City) against you in rent court for this property in the past twelve (12) months, the judgment of possession will be without right of redemption. This means that even if you pay all money due before the date of eviction, the landlord can still evict you.
 - You have the right to appeal to the Circuit Court. File a Notice of Appeal with the clerk of the District Court no later than four (4) business days from the date of judgment. The court may require you to post a bond to keep the eviction from happening until after the Circuit Court decides your appeal. You must continue to pay rent during the appeal period.
7. **Shielding:**
- **If you won your case:** The court will shield all court records in the case if the court does not enter a judgment against you.
 - **If you lost your case:** If the court enters a judgment for possession against you, you may petition the court to shield the case records if at least twelve months have passed since the final resolution of the case AND you exercised the right of redemption by paying all past due amounts before eviction. You may also petition to shield if you can show other good cause to shield.
8. **Baltimore City only:**
- (a) The landlord must give you notice of the first scheduled eviction date by (1) mailing the notice to you by first-class mail at least fourteen (14) days in advance of the scheduled date, AND (2) posting the notice on the property at least seven (7) days before the scheduled date. You may challenge whether the notices were properly sent and posted. Any challenge will be referred to a judge for decision. If the judge decides the challenge in your favor, the eviction will be cancelled. The landlord may apply for a new Warrant of Restitution.
- (b) Abandoned property: when the eviction is completed, any property you leave behind is considered abandoned. The landlord may dispose of the property by transporting it to a licensed landfill, donating it to charity, or any other lawful means.

AVISO A LAS PERSONAS QUE HABLAN ESPAÑOL

Esta es una denuncia por incumplimiento de pago de la renta. La traducción al español de este formulario se encuentra en el Internet en:

mdcourts.gov/sites/default/files/court-forms/district/forms/civil/dccv082bls.pdf

El folleto informativo en español también se encuentra en el Internet en:

mdcourts.gov/sites/default/files/court-forms/district/forms/civil/dccv082tbrs.pdf

Usted también podrá llevar este formulario a la Oficina del Secretario del Tribunal de Distrito, a la dirección que aparece en la parte de arriba del reverso de este formulario, y el secretario le entregará una traducción impresa, el folleto en español y proporcionará la asistencia de un intérprete si es necesario. Para obtener información sobre los programas de asistencia para pagar el alquiler o sobre la ley que se aplica en su situación, comuníquese con el Centro de autoayuda del tribunal. Por teléfono: 410-260-1392 En línea: mdcourts.gov/helpcenter