



Prince George's County
Department of Permitting, Inspections
and Enforcement
ENFORCEMENT DIVISION
9400 Peppercorn Place, Suite 600
Largo, Maryland 20774
(301) 883-6168 ♦ FAX: (301) 883-6050



SHORT-TERM RENTALS CHECKLIST

- Check your HOA's regulations before applying. If your HOA rules to disallow short-term rentals, you will not be granted a license.
- Pay the initial \$150 licensing fee; thereafter, an annual fee of \$150 would apply. All fees are non-refundable.
- Provide a copy of current and valid liability insurance of at least \$1,000,000.
- Provide photographs to DPIE as proof the required smoke detectors and carbon monoxide detectors have been installed. Photos must be labeled to indicate location within the rental.
- Provide photographs to DPIE as proof the required fire extinguishers are placed at the required positions. Photos must be labeled to indicate location within the rental.
- Provide photographs to DPIE as proof the emergency contact information is conspicuously posted in the interior of the rental.
- Provide photographs to DPIE as proof a floor plan that designates the fire exits and escape routes is conspicuously posted in the interior of the rental. Photos must be labeled to indicate location of posting within the rental.
- Provide updates to the host's contact information within five business days of the change or risk having the license denied or revoked.
- Provide photographs as proof of availability of off-street parking for the rental.
- Provide proof that an Intent to Apply for Short-Term Rentals License Neighbor Notification Form has been submitted to neighbors in the adjacent homes, including:
 - The neighbors to the immediate left of the short-term rental property
 - The neighbors to the immediate right of the property
 - The neighbors in front of the property
 - The neighbors behind the property
- Provide proof that an Intent to Apply for Short-Term Rentals License Homeowners Association Notification Form has been submitted to the HOA.
- Provide proof of ownership of the short-term rental property and a copy of the host's homestead property tax credit for the location of the rental.
- Provide a list of all the licensed platforms the applicant intends to utilize.
- Complete [Human Trafficking Training videos](#) and quiz.

ITEMS TO BE POSTED ON PROPERTY

- Floor plan (include location of fire extinguishers)
- Copy of Short-Term Rentals License
- Emergency contact information
- List of rules from Legislation [CB-11-2018](#), Sec. 7A-109. Prohibited Acts, Enforcement and Penalties; Platforms