

Tenant must be personally served with complaint before court can enter money judgment. RP § 8-401(c)(2)(iv) Tenant must be properly served before court can enter possession judgment. Proper service means the Failure to Pay Rent complaint must be mailed, first class, to the tenant and affixed conspicuously on the property. RP § 8-401 (b)(4)(ii)

2. Landlord must verify compliance with local requirements for licensing before court can enter possession or money judgment. McDaniel v. Baranowski, 419 Md. 560 (2011)

3. Landlord must affirm registration of a lead affected property and provide either inspection certificate number or a reason for not providing it before court can enter possession or money judgment. RP § 8-401(b)(1)(vi); Environment Article § 6-801, § 6-811, § 6-812; § 6-815(c), § 6-817(b), § 6-819(f)

5. All parts of the Failure to Pay Rent Complaint form must be completed and the form must be signed before court can enter possession or money judgment. RP § 8-401(b)(1)

8. Landlord must provide adequate proof that tenant is not in the military if tenant does not appear at trial. Court must ensure sufficient proof before entering a default possession judgment. Servicemembers Civil Relief Act Title III § 531

9. A landlord's request to foreclose the right to redeem must be supported by case numbers and judgment dates. All jurisdictions except Baltimore City require listing 3 prior possession judgments in the past 12 months; Baltimore City requires 4. Court must verify prior judgments before entering possession judgment foreclosing right to redeem. RP § 8-401(e)(2)

DISTRICT COURT OF MARYLAND FOR _____
 Located at _____

Landlord _____
 Address _____
 City _____ State _____ Zip _____

① Tenant _____ ② Tenant _____
 ③ Tenant _____ ④ Tenant _____
 Address _____
 City _____ State _____ Zip _____

Affixed on Premises _____
 Date _____
 Mailed to Tenant _____
 Constable/Sheriff _____
 Served on Party: _____

No. of tenants 1 2 3 4
CASE NUMBER
TRIAL DATE & TIME

Date _____ Date _____

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

1. The property is described as: _____, Maryland.

2. Is the Landlord required by law to be licensed/registered in order to operate this premises as a rental property? Yes No. If so, is the Landlord currently licensed/registered? Yes No. License/Registration number if applicable: _____

3. 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, and its MDE inspection certificate numbered _____, is valid for the current tenancy; or
 owner is unable to state Certificate No. because property is exempt tenant refused access or to relocate/vacate during remedial work.
 The property is not affected.

4. The Tenant rents from the Landlord who asks for possession of the property and a judgment for the amount determined to be due.

5. This is is not a government subsidized tenancy. 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 \$ _____ Net Rent
 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 \$ _____

6. _____ SUBTOTAL \$ _____
 7. The Landlord requests rent becoming due after the date of filing, but due by the date of trial in the amount of \$ _____
 8. _____ TOTAL \$ _____

9. The Landlord requests the Tenant's right of redemption be foreclosed due to prior judgments. List the 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: _____ Verified through DOD at: _____
 Specific facts must be given for the Court to conclude that each Tenant who is a natural person is not in the military. <https://www.dmdc.osd.mil/appj/scra/>
 I am unable to determine whether or not any Tenant is in the military service.

10. The Tenant is deceased, intestate (not having made a legal will), and without next of kin.
 I do solemnly affirm under the penalty 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 Bar #/ Party # _____ Date _____
 Address _____ Telephone _____
 Fax _____ E-mail _____

Continued to _____ Request of _____ Reason _____

DISPOSITION
 The following parties appeared on final trial date: Landlord Landlord's Agent/Attorney
 Tenant 1 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
 Net due and unpaid: \$ _____ by: Default Trial Consent Without the 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 Real Prop. §8-216(b)
 Recovery of Possession of the Property
 Actual Damages of \$ _____
 Reasonable Attorney's Fees of \$ _____ and costs _____
 Execution stayed until _____
 Execution stayed by filing an approved appeal bond in the amount of \$ _____

SUMMONS
 TO the Sheriff of this County/Constable of this Court: You are ordered to notify the tenant, assignee, or subtenant, or their known or authorized agent, by personal service, if such service is requested by the landlord, to appear in the District Court at the trial of this matter to show cause why the demand of the landlord should not be granted. Personal service is to be performed at the property subject to this complaint or at any other known address. If personal service is not requested, or if no person to be served is found on the property or at another known address, you shall affix an attested copy of the summons and complaint conspicuously on the property that is the subject of this suit and mail a copy of the summons and complaint to the tenant, assignee, or subtenant by first class mail to the address specified by the landlord. In the case of a deceased tenant, you are ordered to notify the occupant or next of kin of the deceased tenant by the same procedure, if known.

Judge _____ ID Number _____ Date _____
 DC-CV-082 (Rev. 7/2014) Judge/Clerk _____ Date _____

DISPOSITION: Court must adequately preserve record of each case on the Failure to Pay Rent complaint form.

10. All parts of the Failure to Pay Rent Complaint form must be completed and the form must be signed before court can enter possession or money judgment. RP § 8-401(b)(1)