

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 Fayette and Gay Street location only). A sample form is provided here so you may see the information needed to complete the carbonless form.

Landlord/Agent (Plaintiff) \_\_\_\_\_ Date \_\_\_\_\_  
Address of Landlord/Agent \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  Mailed to Tenant  
① Name of Tenant (Defendant) \_\_\_\_\_  
② Name of Tenant (Defendant) \_\_\_\_\_ Constable/Sheriff \_\_\_\_\_  
Address of Tenant \_\_\_\_\_ Served on Party: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

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

- The property is described as: \_\_\_\_\_ Number \_\_\_\_\_ Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ Maryland, \_\_\_\_\_
- 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: \_\_\_\_\_
- The property  is affected property under § 6-801, Environment Article  is not affected under § 6-801, Environment Article. The property  is MD Dept. of the Environment registered, \_\_\_\_\_  is not MDE registered. Owner is unable to state Certificate No. because:  property is exempt  tenant refused access or to relocate/vacate during remedial work.
- 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  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 \$ \_\_\_\_\_. 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 \$ \_\_\_\_\_. The total amount of rent and late fees due at the date of this complaint is \$ \_\_\_\_\_.
- The Landlord requests future rent between the date of complaint and date of judgment in the amount of \$ \_\_\_\_\_.
- Total including future rent \$ \_\_\_\_\_.
- 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: \_\_\_\_\_ Case Numbers & Judgment Dates  
 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.

- I am unable to determine whether or not any Tenant is in the military service.
9.  The Tenant is deceased, intestate (not having made a legal will), and without next of kin.
- I do solemnly declare and affirm under the penalty of perjury that the matters and facts set forth above are true to the best of my knowledge and belief.

Print Name of Landlord/Attorney/Agent \_\_\_\_\_ Signature of Landlord/Attorney/Agent \_\_\_\_\_ Date \_\_\_\_\_  
Signer's Address \_\_\_\_\_ Signer's Telephone Number \_\_\_\_\_  
Signer's Facsimile Number, if any \_\_\_\_\_ Signer's E-mail Address, if any \_\_\_\_\_  
Continued to \_\_\_\_\_ Request of \_\_\_\_\_ Reason \_\_\_\_\_

**DISPOSITION**

- The following parties appeared on final trial date:  Landlord  Tenant
- Determined due and unpaid: \$ \_\_\_\_\_  By default  After trial  By consent
- Judgment in favor of Landlord
- For possession of the premises  Without the right of redemption
- Money judgment for \$ \_\_\_\_\_ against Tenant #1  #2   
 Costs against Tenant \$ \_\_\_\_\_
- Voluntary dismissal by:  Landlord  Stipulation of parties
- Case dismissed for \_\_\_\_\_
- Judgment in favor of Tenant  
 Non Pros  After trial  By consent
- Execution stayed until \_\_\_\_\_
- Execution stayed by filing an approved appeal bond in the amount of \$ \_\_\_\_\_

**SUMMONS**

STATE OF MARYLAND, TO WIT:  
TO Sheriff of this County/Constable of this Court, Greetings:  
You are hereby ordered to notify by first-class mail, the Defendant or if the Defendant is deceased, (if paragraph 8 above is checked) notify by personal service the occupant or next of kin of the deceased tenant named in this Complaint to appear before the District Court to answer the Landlord's complaint to show cause why the prayer of the Landlord should not be granted, and you shall proceed to serve the Summons upon the Defendant in the property or upon Defendant's known or authorized agent, but if for any reason neither the Defendant, nor his agent or if the Defendant is deceased neither the occupant nor next of kin can be found, then you shall affix an attested copy of the Summons conspicuously upon the property.



DISTRICT COURT OF MARYLAND FOR \_\_\_\_\_

Located at \_\_\_\_\_

No. of tenants	1	2	3	4
<b>CASE NUMBER</b>				
<b>TRIAL DATE &amp; TIME</b>				

Affixed on Premises

Landlord/Agent (Plaintiff) \_\_\_\_\_

Date \_\_\_\_\_

Address of Landlord/Agent \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailed to Tenant

Name of Tenant (Defendant) \_\_\_\_\_

Constable/Sheriff \_\_\_\_\_

Name of Tenant (Defendant) \_\_\_\_\_

Served on Party: \_\_\_\_\_

Address of Tenant \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

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

1. The property is described as: \_\_\_\_\_ Number \_\_\_\_\_ Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ 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  is not affected under § 6-801, Environment Article. The property  is MD Dept. of the Environment registered, \_\_\_\_\_  is not MDE registered.

Owner is unable to state Certificate No. because:  property is exempt  tenant refused access or to relocate/vacate during remedial work.

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.

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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 \$ \_\_\_\_\_

The total amount of rent and late fees due at the date of this complaint is \$ \_\_\_\_\_

6.  The Landlord requests future rent between the date of complaint and date of judgment in the amount of \$ \_\_\_\_\_

7. Total including future rent \$ \_\_\_\_\_

8. 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. Case Numbers & Judgment Dates \_\_\_\_\_

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.

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Print Name of Landlord/Attorney/Agent \_\_\_\_\_ Signature of Landlord/Attorney/Agent \_\_\_\_\_ Date \_\_\_\_\_

Signer's Address \_\_\_\_\_ Signer's Telephone Number \_\_\_\_\_

Signer's Facsimile Number, if any \_\_\_\_\_ Signer's E-mail Address, if any \_\_\_\_\_

Continued to \_\_\_\_\_ Request of \_\_\_\_\_ Reason \_\_\_\_\_

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Judge/Clerk \_\_\_\_\_ Date \_\_\_\_\_



DISTRICT COURT OF MARYLAND FOR \_\_\_\_\_

Located at \_\_\_\_\_

No. of tenants	1	2	3	4
<b>CASE NUMBER</b>				
<b>TRIAL DATE &amp; TIME</b>				

Affixed on Premises

Landlord/Agent (Plaintiff)

Address of Landlord/Agent

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailed to Tenant

Name of Tenant (Defendant)

Constable/Sheriff

Name of Tenant (Defendant)

Address of Tenant

Served on Party:

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

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Case Numbers & Judgment Dates

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Print Name of Landlord/Attorney/Agent

Signature of Landlord/Attorney/Agent

Date

Signer's Address

Signer's Telephone Number

Signer's Facsimile Number, if any

Signer's E-mail Address, if any

Continued to \_\_\_\_\_

Request of \_\_\_\_\_

Reason \_\_\_\_\_

**SUMMONS**

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TO Sheriff of this County/Constable of this Court, Greetings:  
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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. Your Landlord has asked the Court to evict you for failure to pay rent. Your case will be heard on the date and at the location shown on the other side. **To request a foreign language interpreter or reasonable accommodation under the Americans with Disabilities Act, please contact the Court immediately. Possession and use of cell phones and other electronic devices may be limited or prohibited in designated areas of the court facility.**
2. If service of process has been made upon you by posting and mailing, only a judgment for possession can be entered against you. However, if you are personally served then a money judgment may also be entered against you.
3. **The Court may include rent that becomes due after the filing of this complaint.** If you have not paid all the money due to your Landlord by the trial date, the Judge may determine that you owe additional rent that has become due through the date of judgment.
4. If you have paid the rent by the trial date, you should come to Court on the trial date with your receipt and ask the Court to dismiss the case.
5. If you have a defense or think you do not owe the rent, you should come to Court and state the facts. You have a right to bring a lawyer to Court with you. **BRING THIS PAPER WITH YOU TO COURT!**
6. If the Court enters a judgment for the Landlord and orders you to move out, the Landlord may, on the fifth day after the trial date, apply for a warrant for your eviction.
7. The warrant will be sent to the Constable or Sheriff who will then schedule an eviction if the rent has not been paid.
8. The Court may issue a Warrant of Restitution at any time after four business days from the date of judgment.
9. You have a right to pay the amount due at any time until the eviction begins, unless the Court has determined that because of the number of rent judgments which you have had in the past 12 months, you no longer have that right. The Warrant of Restitution which the Sheriff or Constable has will show whether the Court has ordered "No Right of Redemption" which means you may not pay the amount due to stop the eviction. The amount you are to pay will be shown on the Warrant of Restitution which the Constable or Sheriff has. The Court may issue a Warrant of Restitution at any time after four business days from the date of judgment.
10. Except in Baltimore City, on the day of the eviction the Sheriff or Constable will meet the Landlord and his workers at your home. The Landlord's workers will remove the property from the premises. All goods will be placed on the road or street. The Sheriff or Constable is not responsible for protecting your property.

### IN BALTIMORE CITY ONLY

11. **Special notice requirements apply to evictions.** The landlord must provide notice to the tenant of the first scheduled eviction date in two separate ways:

- Mail the notice to the tenant by **first-class mail with a certificate of mailing at least 14 days** in advance of the first eviction date; and
- **Post the notice on the premises at least 7 days** in advance of the first scheduled eviction date.
- The day of mailing or posting is Day 1. Day 14 must be no later than the day before the scheduled date of eviction. Count holidays and weekends.

The tenant may challenge whether the notices were properly sent. If the tenant challenges the notices or if the Sheriff has doubt that the notices were properly given, the Sheriff will refer the issue to the Judge for decision. If the Judge determines that the landlord did not comply with the notice requirements, the eviction will be vacated/cancelled and the landlord would be required to apply for a new Warrant of Restitution. If the notice challenge is determined in the landlord's favor, the Sheriff will execute the eviction immediately.

**On the day of the eviction** when the Sheriff returns possession of the property to the landlord, any of the tenant's personal property left in or around the rental unit is considered abandoned. The tenant has no right to the property. The landlord's only obligation for abandoned property is to properly dispose of it.

- The landlord is strictly prohibited from putting the abandoned property in the street, the sidewalk, alleys, or on any public property. Anyone who illegally dumps abandoned property from an eviction is guilty of a misdemeanor and subject to a penalty of up to \$1,000 for each day of unlawful dumping.
- The landlord may dispose of the abandoned property by transporting it to a licensed landfill or solid waste facility, donating it to charity, or some other lawful means.

### APPEAL

You may file an appeal within four days from the date of the Judge's decision by filing a written request with the clerk of the District Court where the case was heard and paying the required appeal costs. (Any Saturday, Sunday or any legal holiday is not counted as part of the four-day time period.) An appeal bond must be posted in order to stay any execution of the judgment. An appeal does not stay the payment of future rent or eviction.