

**City of Rehoboth Beach**  
**Rental Housing Inspections Program**  
**RESIDENTIAL RENTAL ANNUAL SAFETY CERTIFICATION CHECKLIST**

PROPERTY ADDRESS (PRINT)		
NUMBER OF BEDROOMS:	SELF - INSPECTION DATE:	
RENTAL TYPE:	<input type="checkbox"/> Single Family <input type="checkbox"/> Multi family <input type="checkbox"/> Apartment / Condo <input type="checkbox"/> Efficiency Apartment	GARAGE APARTMENT OR OTHER ADDITIONAL DWELLING ON PROPERTY.  <input type="checkbox"/> YES – TYPE: _____  <input type="checkbox"/> NO
<p><b>Owners of rental housing properties must certify each rental housing dwelling/unit on the property every licensure year. If you prefer the City to perform an inspection in lieu of submitting this safety certification, please contact Building &amp; Licensing at 302-227-6181 Ext. 202 to schedule.</b></p> <p><b>Self- Safety Certification requires the following:</b></p> <ul style="list-style-type: none"> <li>Inspect each rental housing dwelling/unit on the property for compliance with Code requirements.</li> <li>Immediately make any repairs to the rental housing dwelling/unit to achieve compliance.</li> <li>Upon completion of the safety certification, maintain a copy on file and submit the Safety Certification Checklist, with signed statement of attestation, to the City of Rehoboth Beach Building and Licensing Department.</li> </ul>		
SIGNER'S NAME: (PRINT)	<input type="checkbox"/> OWNER <input type="checkbox"/> OWNER'S REPRESENTATIVE	SIGNATURE:
SIGNER'S ADDRESS:		
CITY:	STATE:	ZIPCODE:
TELEPHONE:	E-MAIL:	

**PLEASE MAIL/EMAIL THE COMPLETED SAFETY-CERTIFICATION CHECKLIST TO:**

City of Rehoboth Beach  
 Building and Licensing Department  
 229 Rehoboth Avenue  
 Rehoboth Beach, DE 19971  
 buildingandlicensing@cityofrehoboth.com

**City of Rehoboth Beach**  
**Rental Housing Inspections Program**  
**ANNUAL SAFETY CERTIFICATION FOR RENTAL LICENSE APPLICATION**

ITEMS	YES	NO (If no, explain)	N/A
<b>Exterior Property Areas</b>			
Exterior property areas maintained in a clean and safe condition.			
Sidewalks, walkways, and driveways are in good repair.			
Exterior areas including sidewalk free from weeds and plant overgrowth in excess of 10 Inches. Landscaping maintained.			
Address Numbers are plainly legible, minimum 4 inches in height, contrast with their background and visible from the street.			
Garage and other accessory structures in good condition and maintained.			
<b>Exterior Dwelling</b>			
Exterior surfaces are free from deterioration & painted surfaces are properly maintained.			
Roofs are in good repair. Gutters & downspouts are not clogged.			
Stairs, decks, guardrails and handrails are in good condition with no rotting material.			
All Exterior lighting is in working order (entryway, landscaping, etc.)			
Entry doors are equipped with a dead bolt lock designed to be readily opened from the interior without the need for keys, special knowledge or effort, and have a minimum lock throw of 1 inch.			
All exterior and sliding glass doors open, shut & secure properly.			
<b>Interior Dwelling</b>			
Interior surfaces are maintained free from dirt, mold, stains, holes, cracked/peeling paint or other defective surface conditions.			
Bathroom exhaust fan operational and exhaust to exterior (if equipped).			
Interior doors in place, properly working, with correct hardware.			

ITEMS	YES	NO (If no, explain)	DOES NOT APPLY
<b>Interior Dwelling (Continued)</b>			
GFCI protected receptacles installed in all bathrooms and all kitchen receptacles servicing countertop surfaces.			
All habitable areas have at least two separate and remote electrical receptacles, each bathroom shall contain at least one receptacle.			
All windows open as designed and properly lock/latch.			
All appliances are in working order.			
HVAC system operational and serviced per manufacturer recommendations.			
Water heater in working condition with relief valve discharge pipe installed.			
<b>Fire &amp; Life Safety</b>			
Smoke detectors are installed in the hallways <b>and in each</b> bedroom/sleeping room.			
All smoke detectors are in working order and inspected bi-annually. Damaged or missing smoke detectors replaced in-kind and as designed			
Emergency escape openings maintained in accordance with the building code in effect at the time of construction			
Egress doors readily opened from the interior without the need for keys, special knowledge, special knowledge or effort.			
<b>Apartments/Condominiums</b> – Exterior doors leading to a common hallway are equipped with a door closing device capable to have the force to bring the door to a fully closed position upon being released after opening.			
<b>Miscellaneous</b>			
Rental property meets City of Rehoboth Beach Zoning Code for use?			
Annual Pool license obtained (Only applicable to pools, hot tubs, spas and Jacuzzis)?			
Current representative / local 24 hr. contact person on file with the city? Please put contact info in notes below.			
Rental Property meets City occupancy requirement?			
<b>Notes</b>			

**STATEMENT OF ATTESTATION**

**I attest that the answers to the questions stated above are true and correct to the best of my knowledge and belief, and I acknowledge that willful misrepresentations could result in the suspension or revocation of my rental license.**

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**SIGNATURE**

**DATE**

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**PRINT NAME**