



**APPLICATION**  
**RESIDENTIAL AND COMMERCIAL RENTAL LICENSE**  
**TOWN OF BETHANY BEACH**  
**PO BOX 109**  
**BETHANY BEACH DE 19930**

Anyone who operates any kind of business in Bethany Beach, Delaware, must have a license. This includes the rental of rooms, cottages, apartments, motels, townhomes, condominiums, or other forms of domestic occupancy, and the rental of commercial property. **No residential rental license will be issued without the Safety Certification completed.**

**PROPERTY:** \_\_\_\_\_

Type of Rental Property (please check only one):

- |   |  |
|---|--|
| <p><input type="checkbox"/> Apartment Building<br/># of apartments rented _____</p> <p><input type="checkbox"/> Cottage or Home (single family dwelling)<br/># of sleeping rooms _____</p> <p><input type="checkbox"/> Townhouse or Condominium</p> <p><input type="checkbox"/> Duplex (Do you rent both units: Yes <input type="checkbox"/> No <input type="checkbox"/>)</p> | <p><input type="checkbox"/> Rooming or Boarding House<br/># of sleeping rooms _____</p> <p><input type="checkbox"/> Motel</p> <p><input type="checkbox"/> Commercial Property<br/># of units rented _____<br/># of apartment units _____</p> |
|---|--|

II. During which of the following periods do you plan to rent?

- ☐ -----May 2025 to September 2025
- ☐ -----October 2025 to April 2026

III. Real Estate Agency that handles your rentals \_\_\_\_\_  
(Even if your property is handled by a Realtor, you still must apply for a license.)

If you handle your own rentals at least part of the time, check here **(this includes sites like AirBNB, VRBO, etc.)**

IV. Other Information

1. All persons who own property in Bethany Beach, if such property is used to provide houses, apartments, townhouses, duplex units, or condos to tenants, must, in addition to obtaining a rental license each year, pay a 7% tax on the gross rental income of each establishment; and those who provide commercial space to tenants must pay a 7% rental tax. Payment of the tax shall be the responsibility of the owner except where the rental is handled by a Realtor, in which case the latter shall collect and pay the tax. You may also be responsible for paying the 4.5% State of Delaware Lodging Tax, which took effect on January 1, 2025. Please contact the State's Division of Revenue for more information.
2. A separate license is required for each rental unit.
3. A fee of **\$100.00** is required for each license. Please make checks payable to the TOWN OF BETHANY BEACH.
4. Applications and fees and safety certification for rental licenses are due by **JUNE 1**.
5. **An additional administrative fee of \$100.00 will be charged if this license is not renewed by June 1<sup>st</sup>. The properly completed safety certification must be received before a residential rental license will be issued. Failure to submit the certificate by June 1<sup>st</sup> will result in the additional \$100.00 fee.**

**PLEASE SIGN AND RETURN THE APPLICATION, SAFETY CERTIFICATION AND ASSOCIATED FEES TO:**

Town of Bethany Beach

PO Box 109

Bethany Beach DE 19930

(Incomplete and/or unsigned applications  
cannot be processed)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Mailing Address



## Safety Certification For Rental Property License Application

**Owner or Rental Agent Name:** \_\_\_\_\_

**Owner Home or Rental Agent Business Address:** \_\_\_\_\_

**Owner Home or Rental Agent Business Phone Number:** \_\_\_\_\_

**Owner or Rental Agent e-mail Address:** \_\_\_\_\_

**Bethany Beach Rental Property Address:** \_\_\_\_\_

**Bethany Beach Rental Property Phone Number:** \_\_\_\_\_

For a rental license to be issued or renewed by the Town of Bethany Beach, compliance to the following minimal safety related items must be certified by the property owner or rental agent to be in place and be in good working order in each rental property.

- **Battery Operated Smoke Detectors**  
A minimum of one battery operated smoke detector shall be placed on each level of the structure and one smoke detector shall be placed in each bedroom/sleeping quarters. The owner of the property or the property rental agent shall install fresh alkaline energy or lithium-ion batteries in each smoke detector at the time of the application for the issuance or the renewal of a rental license.
- **Exterior Doors**  
All exterior doors equipped with a deadbolt lockset must easily be opened from the inside without the use of a key.
- **Ground Fault Circuit Interrupter (GFCI)**  
GFCI protection is required for all outdoor receptacles, bathroom receptacles, garage wall outlets, kitchen receptacles and all receptacles in crawl spaces.
- **House Address Numbers**  
Address numbers must be a minimum of four (4) inches high and be clearly visible from the street.
- **Window Locks**  
Secure locks are required for all windows within twelve (12) feet of grade and for second story windows accessible by fire escapes or stairs.

**SEE OTHER SIDE—THIS FORM MUST BE SIGNED**

I hereby certify, under penalty or perjury, that the above rental property for which a rental license is being sought meets all of the above-listed safety-related requirements. I understand that in the event of the failure to comply with these requirements is determined after the issuance of a rental license that the license shall be revoked and the owner of the property may be subject to a fine and/or penalties.

Applicant or Property Owner's Signature:\_\_\_\_\_

Date:\_\_\_\_\_