

Notice required by law: A ground rent lease holder may not collect or attempt to collect ground rent, late fees, interest, collection costs, or any other expenses related to a ground lease that is not registered and posted on the SDAT's online ground rent registry.

## **BILL FOR GROUND RENT**

### **Notice Required by Maryland Law Regarding Your Ground Rent**

(pursuant to MD Code, Real Property § 8-809)

<b>Premise Address</b>	
This property is subject to a ground lease. This ground lease is registered with the State Department of Assessments and Taxation (SDAT).	

Date:	
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<b>Ground Rent Leasehold Tenant</b>	
Name(s):	
Last Known Mailing Address:	

Annual Ground Rent Payment: \$ \_\_\_\_\_

Payable in:  Twice Yearly Installments  Once Yearly Installments

Payable each year on: \_\_\_\_\_

Month/Day

Month/Day

It is at least 60 days before the due date of the next ground rent payment.

**DUE DATE OF GROUND RENT PAYMENT:** \_\_\_\_\_

**AMOUNT DUE:** \$ \_\_\_\_\_

<b>Ground Rent Leasehold Owner</b>	
Name(s):	
<b>SEND GROUND RENT PAYMENT TO</b>	
<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE NUMBER:</b>	
<b>EMAIL (OPTIONAL):</b>	

## **REGARDING YOUR RIGHTS AND RESPONSIBILITIES UNDER MARYLAND LAW**

**The ground lease holder is required to register the ground lease with the State Department of Assessments and Taxation and is prohibited from collecting ground rent payments unless the ground lease is registered. If the ground lease is registered, as the owner of this property, you are obligated to pay the ground rent to the ground lease holder. To determine whether the ground lease is registered, you may check the website of the State Department of Assessments and Taxation. It is also your responsibility to notify the ground lease holder if you change your address or transfer ownership of the property.**

**If you fail to pay the ground rent on time, you are still responsible for paying the ground rent. In addition, if the ground lease holder files an action in court to collect the past due ground rent, you may be required to pay the ground lease holder for fees and costs associated with the collection of the past due ground rent. In addition, the ground lease holder may also file an action in court to take possession of the property, which may result in your being responsible for additional fees and costs and ultimately in your loss of the property. Please note that under Maryland law, a ground lease holder may demand not more than 3 years of past due ground rent, and there are limits on how much a ground lease holder may be reimbursed for fees and costs. If you fail to pay the ground rent on time, you should contact a lawyer for advice.**

**As the owner of this property, you are entitled to redeem, or purchase, the ground lease from the ground lease holder and obtain absolute ownership of the property. Unless you and the ground lease holder agree to a lesser amount, the amount to redeem your ground lease is \$ \_\_\_\_\_. If you wish to redeem the ground lease, contact the ground lease holder. If the identity of the ground lease holder is unknown, the State Department of Assessments and Taxation provides a process to redeem the ground lease that may result in your obtaining absolute ownership of the property. If you would like to obtain absolute ownership of this property, you should contact a lawyer for advice.**

### **Redeeming your ground rent?**

**The Department of Housing and Community Development offers a  
Ground Rent Redemption Loan Program.**

<https://dhcd.maryland.gov/Energy-Home-Repair/Pages/Homeowner-Loans/Ground-Rent-Redemption.aspx>

**(301) 429-7409**

[DHCD.SpecialLoans@maryland.gov](mailto:DHCD.SpecialLoans@maryland.gov)

## COMPLETING THIS FORM - LEASEHOLDER

(Do not submit this page with the ground rent bill; pages 1-2)

### FORM INFORMATION AND NOTICE REQUIREMENTS

This form is provided by the Department for use in issuing the bill for ground rent required under Maryland law (MD Code, Real Property § 8-809).

A ground lease holder may not collect or attempt to collect ground rent, late fees, interest, collection costs, or any other expenses related to a ground lease unless the ground lease is registered and posted on the State Department of Assessments and Taxation (SDAT) online ground rent registry.

This form is used to provide the required billing information to the leasehold tenant, including the amount of ground rent due, the due date, and payment instructions. The form also includes information regarding rights and responsibilities under Maryland law.

Maryland law requires that the bill be mailed at least 60 days before the payment due date. The bill is required to be sent to the leasehold tenant's last known mailing address and to the premises address listed in the records of the Department. If those addresses are different, the bill is required to be sent to each address.

The statute provides that the bill is to be sent by first-class mail and by certified mail, return receipt requested. This results in a total of four (4) copies of the bill being sent when the mailing and premises addresses differ.

The leasehold tenant may not be required to reimburse the ground lease holder for the cost of providing this bill.

The Department provides this form for general informational and compliance purposes. The Department does not determine whether a ground lease holder has met all statutory requirements in any specific case.

For additional information, you may review Maryland Code, Real Property, Title 8, Subtitles 7 & 8. For questions about how the law applies to a specific situation, you may wish to consult a private attorney.