



**MARYLAND DEPARTMENT OF THE ENVIRONMENT**  
**Water and Science Administration**  
**State Board of On-Site Wastewater Professionals**



**APPLICATION FOR PROPERTY TRANSFER INSPECTOR LICENSE**

PLEASE PRINT OR TYPE ALL INFORMATION

Submit the completed application along with the \$150.00 license fee via check or certified cashier's check payable to Maryland Department of the Environment to:

Maryland Department of the Environment  
P.O. Box 2057  
Baltimore, Md 21203  
For questions contact: OWWP.Board@Maryland.gov  
(410) 537-3566

**Select one. This application is: Initial Application**

**Renewal Application**

Licensing Requirements for Property Transfer Inspectors took effect June 30, 2022. The license is valid for two-years. Incomplete or illegible applications will not be processed and returned to the applicant.

**Section #1: Applicant Information.** This information is used to contact you regarding your license or any regulatory updates.

**For initial application only:** Was your name listed on the MDE's website as of July 1, 2022 for individuals who have completed the MDE approved Inspection Course for Property Transfer Inspectors? Disregard for license renewal.

Yes ☐ No ☐ If no, please provide documentation of completion of MDE-approved training course for property transfer Inspectors.

If known, enter your 5-digit MDE On-Site license or registration number: \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Middle \_\_\_\_\_

Personal Mailing Address: \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Personal Email Address \_\_\_\_\_

**Section 2: Business Information.** This information, with your name, will be added to MDE's list of Licensed Property Transfer Inspectors which is posted online for verification of license.

Company Name \_\_\_\_\_

Company address information is same as above.

Business Address: \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Phone Number \_\_\_\_\_ Business Email \_\_\_\_\_

**Required for renewal only-** Applicant's Social Security Number (SSN): \_\_\_\_\_

Section 1-203 of the Environment Article, Annotated Code of Maryland, established a requirement that the Maryland Department of the Environment (MDE) verify through the office of the Comptroller that applicants for the renewal of any license or permit have paid all undisputed taxes and unemployment insurance contributions payable to the Comptroller or the Secretary of Labor, Licensing, and Regulation, or that applicants have provided for payment in a manner satisfactory to the responsible collection unit. This information will not be used for any purposes other than those described in this notice.

Has your company ever had any business license (i.e. MHIC, Contractors license etc.) revoked, canceled or suspended in this or any other State? Yes ☐ No ☐ If yes, Which State? \_\_\_\_\_

License Number: \_\_\_\_\_

Reasons for cancellation or suspension:

\_\_\_\_\_  
\_\_\_\_\_

I hereby affirm that this application contains no willful misrepresentations or falsifications and that the information given herein is true and complete to the best of my knowledge and belief. I am aware that should investigation at any time disclose any misrepresentation or falsification, my application may be disapproved, or my license, if already issued, may be revoked.

\_\_\_\_\_  
(Signature of Applicant) Date \_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Applicant)

In accordance with Executive Order 01.01.1983-18, the Maryland Department of Environment advises you of the following policy regarding the collection of personal information.

**Personal information requested by the licensing agency of the Department is necessary in determining your eligibility for licensure. Such personal information is also intended for use as an additional means of verifying the licensee's identity or to enable the agency to communicate, in a timely manner with the licensee should the need arise. The licensee has a right to inspect her or his personal record and to amend or correct the personal data if necessary.**

**Personal information is generally available for inspection by the public only in accordance with the Maryland Public Information Act. Personal information is not routinely shared with state, federal or local governmental agencies.**