

Registration of Community Associations

All common ownership communities and management companies must register annually with the Office of Community Relations. The governing body of a homeowners' association, the council of unit owners of a condominium, and the board of directors of a cooperative housing cooperation are responsible for compliance.

Registration and payment submission are now handled exclusively online. No checks will be accepted by mail. The annual registration deadline is December 31st of each year. In order to complete your registration, please follow the steps below:

- Visit **COC** Payments to pay the annual fee and enter registration information.
- Register each association that you manage within Prince George's County individual. NOTE: You will need the Tax ID number for each association. Please be sure to write the complete legal name of each community.
- <u>Email</u> us when you have completed the County website registration. Please include a list of the communities you registered (name only), as well as the name of your management company if you are an association registering on your own behalf.