



KEVIN C. KARNES
CLERK OF THE CIRCUIT COURT
& COMPTROLLER
 LEE COUNTY, FLORIDA

TOURIST DEVELOPMENT TAX
Owner Request to Close Account

Please Complete Form Below

Tourist Development Tax Account #:	Effective Date:
Name:	
Rental Property Address:	
Person completing form: <input type="checkbox"/> Property Owner <input type="checkbox"/> Tax Collecting Agent	
Tax Collecting Agent Listed on Account: <input type="checkbox"/> Yes (If Yes, complete form) <input type="checkbox"/> No (If No, owner must complete form)	
Multiple properties on account:	Yes <input type="checkbox"/> No <input type="checkbox"/> Phone Number:
Have all final taxes been reported and paid? <input type="checkbox"/> Yes No	

Please check the appropriate reason for closing your Tourist Development Tax Account.

<input type="checkbox"/>	No longer renting but still own property.
<input type="checkbox"/>	Dealer is now collecting and remitting on my behalf <i>(Please complete fields below.)</i>
Name of Dealer:	
Name of Contact:	Phone Number:
<input type="checkbox"/>	Property sold – Date of Sale: Name of Purchaser:
<input type="checkbox"/>	Long Term Rental (more than 6 months & 1 day with a bona-fide written lease) <i>Copy of lease required</i>
Exclusively using Airbnb and/or VRBO <i>Must provide proof to close account</i>	
<input type="checkbox"/>	Other <i>(explain)</i>

Declaration: Please note that any person who is required to collect, truthfully account for, and pay any taxes and willfully fails to do so shall be liable for penalties under the provisions of Section 213.29, Florida Statutes (F.S.). All information provided by the applicant is confidential as provided in Section 213.053 F.S. and is not subject to Florida Public Records Law, Section 119.07 F.S. By providing an e-mail address, you consent to electronic communication, reporting, and filing. Under penalty of perjury, I declare that I have read the foregoing document and the facts stated in it are true.

Signature: _____ Printed Name: _____ Date: _____

Please save and e-mail to: TouristTax@leeclerk.org or mail to:

Lee County Clerk of Circuit Courts Inspector General Department * PO Box 2257 * Ft Myers * FL * 33902-2257
 For more information on Tourist Development Tax, please visit our website at www.LeeClerk.org or call our office at (239) 533-2190 #4