



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

Tourist Development Tax Owner Application

Under the provisions of 212.15, Florida Statutes (F.S.) Tourist Development Tax becomes County funds at time of collection and must be remitted to the Department. It may not be turned over to a 3rd party.
If a Dealer handles your property, the Dealer is required to have their own Tourist Tax account and collect and remit on your behalf

Owner & Rental Property Information **ALL INFORMATION MUST BE COMPLETED TO RECEIVE ONLINE ACCESS TO YOUR ACCOUNT**

Rental Property Owner Name(s):	Owner Telephone Number:
Owner Mailing Address:	Owner Cell Phone Number:
Owner City / State / Zip	Owner Email Address:
Additional Contact Name(s):	Additional Contact Email Address:
Do you rent EXCLUSIVELY through Airbnb, VRBO or other OTC? MUST provide proof YES NO Company used:	Beginning Date of Rental Activity:
Rental Property Address:	
Have you registered with the Florida Department of Revenue (FDOR) to collect the 6.5% state sales tax: YES NO If NO, to register call 239-338-2400 or visit www.floridarevenue.com	
Single Family Home	Condominium
Time Share	RV Park
Mobile Home	Multi Family
Other	

Are you using a Tax Collecting Agent? (CPA, Bookkeeper, etc.)	Send all mail to Tax Collecting Agent?	Name/Address/Phone/Email of Tax Collecting Agent:
YES NO	YES NO	

FILING OPTION: Select ONE

A zero return must be filed timely when no rental income is collected during a filing period in order to avoid penalties and interest.

SEASONAL WINTER – Rental period may not exceed three (3) months between October and March. Tax is due April 1 st . Must file one (1) tax return annually.
SEASONAL SUMMER – Rental period may not exceed three (3) months between April and September. Tax is due October 1 st . Must file one (1) tax return annually.
SEMI-ANNUAL – Tax collected and remitted may not exceed \$1,000 per calendar year. Rent collected between October and March, tax is due April 1 st . Rent collected between April and September, tax is due October 1 st . Must file two (2) tax returns annually.
QUARTERLY – Tax collected and remitted may not exceed \$2,500 per calendar year. Tax is due for rent collected the 1 st of the month following the quarter. Must file four (4) tax returns annually.
MONTHLY – Do not qualify for any of the options above. Rental period is every month and the tax is due the 1 st of the following month. Must file twelve (12) tax returns annually.

Applicant Declaration (Owner signature required to process application):

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 119.074 F.S. By providing an email address above, you consent to electronic communication, reporting, and filing. Under penalty of perjury, I declare that I have read the foregoing application and the facts stated in it are true.

Owner Signature: Owner to sign with certified digital signature or ink	Printed Name:	Date:
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Please save and email to: TouristTax@leeclerk.org or mail to:
 Lee County Clerk of Circuit Court, Inspector General Department * PO Box 2257 * Fort Myers * FL * 33902-2257
 For more information on Tourist Development Tax, visit our website at www.LeeClerk.org or call our office at 239-533-2190 option #4