



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

Tourist Development Tax - Request For Refund Worksheet

Tourist Tax ID: _____

Name on Account: _____

Rental Property Address: _____

*Refund claims can only be considered within 3 years of the date the tax was paid.

Return Period:						
Tenant	Arrival	Departure	Rent	Cleaning	*Mandatory Fees	Gross Rent
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*Mandatory Fees - ANY fee that is charged to a tenant that is mandatory in order to stay at the property (ie; pet fee, insurance, application fee, transfer fee, etc.)

Total Refund Requested: \$ _____

Required documentation for refund to be reviewed:

Copies of rental agreements are required as back up to your request for a refund for all tenants listed above.

Copy of cancelled check or credit card refund receipt are required.

Please provide a short description of the reason for the refund request below.

Signature - I hereby certify that this refund worksheet is true and correct. _____

Date _____