

# CONDOMINIUM & APARTMENT SHORT-TERM VACATION RENTAL LICENSING PROCESS

## New Application Requirements

<b>City application requirements &amp; standards</b> <a href="#">Visit Website</a>	<b>Condominium Association consent letter or copy of by-laws</b>	<b>Active Vacation Rental License from Dept. of Business &amp; Professional Regulation</b> <a href="#">Visit Website</a>
<b>Notarized Affidavit of Property Owner &amp; Responsible Party</b> <a href="#">Visit Website</a>	<b>Active Certificate from Florida Dept. of Revenue</b> <a href="#">Visit Website</a>	<b>Active Certificate from Miami-Dade County Tax Collector</b> <a href="#">Visit Website</a>
<b>Copy of liability insurance for Short-Term Vacation Rentals</b>	<b>Copy of agreement between owner &amp; guests</b>	<b>Copy of website address links (URL) of your advertisements or listings</b>
<b>Sketch of emergency exits &amp; parking spaces assigned to your unit(s)</b>	<b>Proof of:</b> - Smoke & carbon detector - Fire extinguisher	<b>Required City Fees*:</b> Local Business License: \$110 Short-Term Rental License: \$100

\*Beginning October 1, 2019, new Short-Term Rental Licenses are \$300.

## New Short-Term Vacation Rental Application Process

