

# TOWN OF PONCE INLET ANNUAL RENTAL REPORT

To be filed by February 1<sup>st</sup> of each year pursuant to Section 5.7.F of the Land Use and Development Code

PERMIT: \_\_\_\_\_

ADDRESS OF RENTAL PROPERTY: \_\_\_\_\_

| TENANT NAME | TENANT ADDRESS | PHONE | LENGTH OF RENTAL |
|-------------|----------------|-------|------------------|
|             |                |       |                  |
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**Pursuant to Section 5.7.F of the Land Use and Development Code**, all licensed real estate agents, brokers, agents or other parties which represent an owner or owners of properties of a property rented at any time during a calendar year shall maintain records indicating the name and address of each tenant during the aforementioned period; each tenant's vehicle registration, which shall include the make, year and tag number of the tenant's vehicle; and the written lease between the owner and tenant for inspection by the code enforcement officer upon request.

Property Owner or Authorized Agent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return to:** Town of Ponce Inlet  
 Attn: Code Enforcement Division  
 4300 S. Atlantic Avenue  
 Ponce Inlet, FL 32127

Please contact the Code Enforcement Office at (386) 236-2187 if you have any questions.