

## Rental Property Registration

Under the City of Sanford Rental Property Registration Ordinance which takes effect on July 1, 2009, the owners of all single family and two-family (duplex) residential rental units must register all rental properties located within the City limits.

Annual registration is accepted at this time for the period October 1, 2009 through September 30, 2010. Those owners who reside in Seminole, Brevard, Lake, Orange or Volusia Counties may or may not designate a local representative and no annual fee is required, but shall list all rentals annually.

Those owners who reside outside of the above mentioned counties shall provide a local representative who resides within the above counties and pay a total fee of \$25.00. This fee is to be paid regardless of the number of rental units an owner may register annually.

The attached registration form can be found on the City of Sanford web page at [www.Sanfordfl.gov](http://www.Sanfordfl.gov).



Department of Community Improvement  
P.O. Box 1788, Sanford, FL 32772  
Tel: 407.688.5160 Fax: 407.688.5161

**RENTAL PROPERTY REGISTRATION**

Date: \_\_\_\_\_

**Property Owner Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Address	Parcel Number	# units
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Local Representative Information**

Required if owner resides outside of Seminole, Brevard, Lake, Orange or Volusia Counties

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ 24hr Ph: \_\_\_\_\_

Email: \_\_\_\_\_