



REQUEST FOR SPLIT OF REAL PROPERTY

NOTICE

1. All taxes must be paid prior to separation.
2. Owner must complete, sign, date and have this form notarized.
3. Submit legal description and survey(s) for each parcel as it would appear after separation.
4. The completion of a parcel split request by the Office of the Property Appraiser is for assessment and taxation purposes only and does not establish or constitute a legal land division or in any way guarantees suitability for the parcel(s) to be developed at any future date. The Property Appraiser reserves the right to reverse any previously approved split request on any subsequent year's tax roll.
5. Owner should contact their municipality to verify that the portion(s) being divided complies with planning and zoning rules and regulations set by the municipality.

NOTIFICATION

*The Property Appraiser reserves the right to investigate and inspect the premises to confirm the status. If the property is mortgaged, the property owner must notify all mortgagees associated with the properties listed below. All requested information submitted to the Office of the Property Appraiser will be subject to review. Owner acknowledges and hereby agrees to all conditions of Property Split Request. Meeting the above conditions **does not** imply approval of this Property Split Request.*

STEP 1: IDENTIFY ALL PROPERTIES

List all applicable **FOLIO NUMBERS**: _____

List all applicable **PROPERTY ADDRESSES**: _____
 (Indicate principal property address)

STEP 2: ANSWER THE FOLLOWING QUESTIONS

List any parcel with homestead exemption: _____

Is parcel vacant? _____ If no, how many building structures/units are on parcel: _____

Does Unity of Title exist on parcel(s) described above? _____

Reason for separation: _____

STEP 3: SIGN AND DATE THIS REQUEST

***Current owner(s) of record or their attorney (with a power of attorney) must sign request & have form notarized below.**

 Signature Name/Title Telephone Number Date

STEP 4: NOTARIZE THIS REQUEST

The foregoing instrument was acknowledged this ___ day of _____, 20__ by _____,
 who is personally known to me or has provided _____ as identification and who did/did not take an oath.

 Notary Public, State of Florida at Large (SEAL)

Office Use Only: (check if attached)

Review for Tax Year: _____ Homestead Application: _____ Letter from Homeowner's Assn.: _____

Letter from Owner: _____ Floor plan or design: _____ Other: _____