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## Rental Property Written Agreement

**Transient rental accommodations** include each living quarter or sleeping, or housekeeping accommodation provided to the public for periods of six months or less for consideration. See Rule 12A-1.061, Florida Administrative Code (F.A.C.).

**Purpose of this Agreement:** This agreement allows an agent, representative, or management company to register a transient rental accommodation located in Miami-Dade County on behalf of the owner to collect, report, and remit tourist taxes on the rental, lease, letting, or granting of a license to use the transient rental accommodations. The agent, representative, or management company will collect, report, and remit tourist tax plus any local option transient rental tax to the Miami-Dade Department of Regulatory and Economic Resources (RER) Business Section on behalf of the owner.

**Written Agreement Required:** The agent must maintain on file a written agreement with the property owner to operate on the owner's behalf. A suggested format of the written agreement is provided below.

### Rental Property Written Agreement

I, \_\_\_\_\_ hereby authorize  
(Name of Property or Time Share Period Owner)

\_\_\_\_\_ to act as my agent  
(Name of Agent, Representative, or Management Company)

to rent, lease, let, or grant a license to others to use my property (properties) or time-share period (periods) located at:

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

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

and to register to charge, collect, and remit sales tax levied under Chapter 212, Florida Statutes (F.S.), and the Miami-Dade Code of Ordinances Sections 29-51 and 29-60 to the Miami-Dade Department of Regulatory and Economic Resources (RER) Business Section. I acknowledge that, by renting, leasing, letting, or offering a license to others to use any transient accommodations, as defined in Rule 12A-1.061, Florida Administrative Code (F.A.C.), I am exercising a taxable privilege under Chapter 212, F.S., and as such acknowledge that I am ultimately liable for any Convention and Tourist Taxes due to Miami-Dade County on such rentals, leases, lets, or licenses to use. I fully understand that should Miami-Dade County be unable to collect any taxes, penalties, and interest due from the rental, lease, let, or license to use my property, a warrant for such uncollected amount will be issued and becomes a lien against my property until satisfied.

\_\_\_\_\_  
Printed Name of Property Owner/Lessor

\_\_\_\_\_  
Printed Name of Agent, Representative, or Management Company

\_\_\_\_\_  
Signature of Property Owner/Lessor

\_\_\_\_\_  
Signature of Agent, Representative, or Management Company

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed