



Town of Ponce Inlet Annual Rental Report

To be filed by February 1st of each year, pursuant to
Article 3, §3.18 of the Land Use & Development Code (LUDC)

Permit #: _____ Property address: _____

Tenant's Name	City/State	Phone #	Dates of Rental

Pursuant to Article 3, §3.18 of the Land Use and Development Code, all property owners, licensed agents, brokers, or other parties which represent an owner of properties rented at any time during a calendar year, shall maintain the records indicating the information requested above, and shall provide the written lease agreement between the owner and the tenant to the Code Enforcement Officer upon request, for inspection.

Signature of Property owner or Authorized Agent

Date

Please complete and return to: Town of Ponce Inlet
Code Enforcement Division
4300 S. Atlantic Avenue
Ponce Inlet, FL 32127

Please contact the Code Enforcement Officer at (386)236-2187 for more information.