



CITY OF BONITA SPRINGS NEIGHBORHOOD SERVICES DEPT

27300 OLD 41 ROAD
BONITA SPRINGS, FL 34135
TEL: (239) 949-6257 · FAX: (239) 947-5145

RENTAL PERMIT APPLICATION

FOR OFFICE USE ONLY

CASE NUMBER: _____ DATE RECEIVED: _____ INSPECTOR: _____
FEE: **\$100** (CASH / CHECK # _____) INSPECTION DATE: _____ TIME: _____

PROPERTY OWNERS CONTACT INFORMATION:

NAME(S): _____
MAILING ADDRESS: _____ CITY _____ STATE _____ ZIP _____
PHONE #: Home _____ Office _____ Cell _____
EMAIL ADDRESS: _____

City of Bonita Springs Ch 12, Article IV, Section 12-108—Residential Rentals requires that every owner of a property in the City of Bonita Springs who is otherwise not exempt in Section 12-107 and rents a dwelling, regardless of the term of the lease being transient (short term under six months) or a long term rental, is required to get a rental permit. Permit shall be valid from October 1 through September 30 for a three fiscal year period and shall not be prorated. **One application form may be submitted for multiple addresses.**

NEW PERMIT RENEWAL

***Submit application with a permit fee of \$100.00 per unit **cash or check**

RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____
RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____
RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____
RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____
RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____
RENTAL PROPERTY ADDRESS: _____ # OF BEDROOMS _____ # OF TENANTS _____

***Any owner, who resides outside of (Charlotte, Lee, Collier, Glades and Hendry Counties), must provide the name and phone number of a natural person eighteen (18) years of age or older who can be contacted 24 hours a day, regarding the rental unit. This person may be owner, agent or any other person **OTHER THAN** a resident of the rental unit, who has agreed to be the contact person. I, and the appointed agent, if applicable, shall maintain a list of the names of tenants in each dwelling unit. Such lists shall be made available to the city upon reasonable notice for inspection.

AGENT'S NAME: same as above or enter agent information here _____
AGENT'S ADDRESS: _____ CITY _____ STATE _____ ZIP _____
AGENT'S PHONE #: Home _____ Office _____ Cell _____
AGENT'S EMAIL ADDRESS: _____

Please submit completed application within thirty (30) days of the date issued either in person or via mail, of this notice to avoid any escalated enforcement of this ordinance. If a violation of this or any other ordinance is found, this case may be scheduled before a Hearing Examiner deciding Code Enforcement Cases.

OWNER AFFIDAVIT I hereby acknowledge that I have read and agree with the owner affidavit below.

I hereby acknowledge that the information supplied to the City is accurate to the best of my knowledge. I have read City of Bonita Springs Ordinance No. 07-22, and agree to comply with its content.

I hereby acknowledge that pursuant to City of Bonita Springs Ordinance No. 07-22, a mandatory inspection (every three years, unless re-inspections are deemed necessary because violations are found) must be completed by the City for the rental unit prior to issuance or renewal of a rental permit.

Any rental found not in compliance with this Ordinance or failure to appear shall be subject to re-inspection until compliance is achieved. **The cost for each re-inspection is \$50.00.**

I, or any appointed agent, shall provide a pamphlet containing information on living in a residential neighborhood to at least one tenant of each dwelling unit covered by this ordinance before a rental permit will be issued.

I will provide tenant(s) with notice of the date and time of the scheduled Code Enforcement inspection, and will arrange with tenant(s) to permit access to premises. I, or my appointed agent, must be present at the time of inspection.

I hereby acknowledge that the parking plan is in compliance with all city ordinances and that I am aware parking is prohibited on any grassy area or in the right of way.

PROPERTY OWNER'S SIGNATURE/DATE

AGENT/CONTACT PERSON'S SIGNATURE /DATE