



**Danise D. Henriquez, CFC**  
Monroe County Tax Collector  
1200 Truman Ave., Suite 101  
Key West, FL 33040

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## Owner- Agent Agreement

I, \_\_\_\_\_ (Name of Property Owner), hereby authorize \_\_\_\_\_ (Name of Agent, Representative, or Management Company) to act as my representative to rent, lease, let, or grant a license to others to use my described property (properties) located at \_\_\_\_\_ (use additional paper if necessary). My agent has confirmed he/she is registered with both Monroe County Tax Collector and the State of Florida to charge, collect, and remit tourist tax and sales tax levied under Chapters 125 and 212, F.S., to the Monroe County Tax Collector and the Department of Revenue respectively. I acknowledge that, by renting, leasing, letting, or offering a license to others to use any transient accommodations, as defined in subsection (2) of Rule 12A-1.061, F.A.C., I am exercising a taxable privilege under Chapters 125 and 212, F.S., and as such acknowledge that I am ultimately liable for any tourist tax and sales tax due on such rentals, leases, lets, or licenses to use. I fully understand that should the County and or State 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 will become a lien against my property until satisfied.

Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's printed name: \_\_\_\_\_

Agent's address: \_\_\_\_\_

Agent's phone number: \_\_\_\_\_ Agent's e mail address: \_\_\_\_\_

Agent's tourist tax account number: \_\_\_\_\_

Agent's sales tax account number : \_\_\_\_\_

Terms:

I warrant the truthfulness of the information provided in this application.

I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance