

# SHORT-TERM RENTAL BUSINESS LICENSE CHECKLIST



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REGISTER TO REMIT STATE TAXES WITH  
THE FLORIDA DEPARTMENT OF REVENUE

[www.floridarevenue.com](http://www.floridarevenue.com)

REGISTER TO REMIT GULF COUNTY BED TAX  
AT THE GULF COUNTY TAX COLLECTOR'S  
OFFICE

(850)229-5353 or (850)227-2318

OFFICE HOURS: MON.-FRI. 9:00-4:30PM EST

**2**

**3**

CHECK YOUR LOCAL ZONING/ TAXING  
DISTRICT BY SEARCHING FOR YOUR  
PROPERTY

[WWW.GULFPA.COM](http://WWW.GULFPA.COM)

Per Gulf County Ordinance you are required by law to remit a 5% "Bed Tax" on all overnight stays under 6 months. You will need to register your property with the Gulf County Tax Collector to remit taxes properly. For questions regarding Bed Tax, please contact the Gulf County Tax Collector at (850) 229-6116.

If you are within unincorporated Gulf County, you are also required to have an annual Short-Term Rental Business License and home inspection.

## EXEMPT FROM THE COUNTY'S SHORT-TERM RENTAL LICENSE IF...

THE PROPERTY'S WITHIN THE CITY OF PORT ST. JOE  
OR THE CITY OF WEWAHITCHKA  
**(TAXING DISTRICTS 3 AND 5)**

HOWEVER, YOU WILL NEED TO REACH OUT TO EITHER CITY TO PURCHASE  
A REGULAR CITY BUSINESS LICENSE ACCORDINGLY.

CITY OF PORT ST. JOE: (850)229-8261 CITY OF WEWAHITCHKA (850)639-2605

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## RECEIVE TDC PACKET FROM THE GULF COUNTY TAX COLLECTOR

THIS PACKET INCLUDES LEAVE NO TRACE  
MAGNETS AND RACK CARD LITERATURE  
THAT YOU ARE REQUIRED TO HAVE POSTED  
IN YOUR RENTAL FOR YOUR GUESTS

## REGISTER, PAY, AND SCHEDULE INSPECTION FOR SHORT-TERM BUSINESS LICENSE

[WWW.VISITGULF.COM/PARTNERS/STRLICENSE](http://WWW.VISITGULF.COM/PARTNERS/STRLICENSE)

**Renewal Process starts: November 1st License  
will Expire 12/31 of each year.**

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## FILL OUT THE PROPERTY RENTAL DETAIL FORM



SCAN ME

### \*DISCLAIMER\*

IT IS THE HOMEOWNER'S RESPONSIBILITY TO RESEARCH  
AND COMPLY WITH ALL LOCAL, STATE, AND FEDERAL  
GUIDELINES BEFORE BECOMING A VACATION RENTAL.

*Gulf County*  
FLORIDA