



Sam C. Steele, CFC
Monroe County Tax Collector
1200 Truman Ave., Ste. 101, Key West, FL 33040
305-295-5058

Request to Close Account

If you are no longer renting your property or have sold your property, please complete the form below to close your Tourist Development Tax account.

Tourist Development Tax Account #: _____ Effect date: _____

Name: _____

Property address: _____

Telephone #: _____ Email address: _____

Please check the appropriate reason for closing your Tourist Development Tax Account.

- Own the property, but no longer renting
- Property Management Company is now handling (please complete the below fields)
Name of Property Management Company: _____
Name of Agent: _____ Phone Number: _____
- Sold the property (please complete the below fields)
Date of sale: _____
New owner name: _____
New owner address: _____
- No longer renting 6 months or less, but have a lease agreement for longer than six months (attach a copy of lease agreement)
- Other: _____

Signature _____ Title _____ Date _____

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.