



**ANNE M. GANNON**  
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*Serving Palm Beach County*

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## BUSINESS TAX RECEIPT APPLICATION FOR SHORT TERM RENTALS

**Mail completed form to:** Tax Collector, Palm Beach County  
 Attn. Tourist Development Tax  
 P.O. Box 3715 • West Palm Beach, FL 33402-3715

**Amount due:**  Full year - \$33.00  
 Business started October 1 - March 31  
 Half year - \$16.50  
 Business started April 1 - September 30

**Make payment to:** Tax Collector, Palm Beach County

### INFORMATION

- A local business tax receipt (BTR) is required per the [Tourist Development Ordinance of Palm Beach County, Chapter 17, Article III, Sec. 17-117 of the Palm Beach County Code 95-30.](#)
- You must first create a Tourist Development Tax account online for the short term rental property listed on this application. Please visit [www.pbctax.com/tdt](http://www.pbctax.com/tdt) to create an account.
- This BTR cannot be transferred. It is only valid for the short term rental property and TDT account number listed on this application.
- If you own more than one short term rental property, you must have a Tourist Development Tax account and BTR for each property.
- This type of BTR (for short term rental) does not require zoning approval.
- You must renew this BTR annually by Sep. 30 to continue offering the property listed below for short term rental.

Property Owner, please complete and sign this form.

Rental Property Info

**TOURIST DEVELOPMENT TAX ACCOUNT NUMBER (REQUIRED):** \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Rental Property Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Florida ZIP Code: \_\_\_\_\_

Property Control Number (PCN): \_\_\_\_\_

Check type of short term rental (select one):

- Vacation Rental - entire property rented
- Home Sharing - property owner remains on the premises while rented

All other types of short term rentals such as hotels, motels, bed & breakfasts, etc. require zoning approval and must use the [regular BTR application.](#)

**UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.**

PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

### INTERNAL USE ONLY

Received Date \_\_\_\_\_ Processed By \_\_\_\_\_ BTR Account # \_\_\_\_\_

Vacation Rental - property owner does not reside on the premises (code 53-1115)

Home Sharing - property owner resides on the premises (code 53-1116) Receipt # \_\_\_\_\_