

Short-Term Vacation Rental Vesting Application

All of the following must be submitted as part of the Vesting Application submittal:

(Please check the box for Rental Agreement Vesting and/or Higher Vesting Occupancy and/or Different Vesting Schedule Vesting below)

- Rental Agreement Vesting** – Any rental/lease agreement(s) entered into prior to February 19, 2015, for the period after March 1, 2016 shall be required to be submitted to the County for verification and go through a vesting hearing process for a final determination. Required attachment(s):
 - Rental/lease agreements dated prior to February 19, 2015 for the period after March 1, 2016.
- Higher Vesting Occupancy and/or Different Vesting Schedule Vesting** – (see LDC subsection 3.06.14.N.4) Minimum submittal requirements: Submittal of a complete vesting application to include applicable fee. Required attachments:
 - Issuance of a Short-term Vacation Rental (STVR) Certificate on the property otherwise meeting all other requirements.
 - A written narrative and any tabulation/evidence showing what potential financial impacts the reduction in occupancy will create.
 - Any prospectus, financial pro forma, or other information relied upon to make the investment into the property.
 - Actual STVR leases on the property for the last three (3) years showing the number of occupants for the STVR per rental.
 - Profit and Loss statement for the property certified as accurate by a Certified Public Accountant for the last three (3) years.
 - Detailed gross and net revenues/expenses for the property to include but not be limited to: management fees, maintenance fees, utility costs, and similar expenses.
 - Purchase price for the property and/or structure. If constructed by owner, the construction costs of the facility.
 - Any mortgage or debt on the property along with any monthly debt service payments.
 - All other information the applicant believes is relevant in establishing any vested rights claim and an extraordinary consideration by the County.

I certify that all provisions and regulations set forth in the Flagler County Code of Ordinances and Ordinance No. 2015-02 shall be met.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

I grant Flagler County the right to inspect the premises of the short-term vacation rental unit prior to the issuance of the Short-Term Vacation Rental (STVR) Certificate and at any other time (subject to appropriate notice) after issuance of the STVR Certificate to determine compliance with the County's Code of Ordinances.

This application shall bear the signature of all owner(s) and the authorized responsible party(ies) of the owner(s). If necessary, please attached additional sheets with signatures of all other authorized property owners and/or short-term vacation rental responsible party(ies):

Property Owner Signature: _____ **Date:** _____

Printed Name of Owner: _____

Please deliver or mail the complete application package to the Flagler County Growth Management Department, 1769 East Moody Boulevard, Building 2, Bunnell, FL 32110.