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# Bradenton vacation rental checklist

Manatee County, Florida | Rules checked November 4, 2026

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Bradenton requires a vacation rental Certificate of Registration ($250, then $150 to renew) with an inspection for any property rented for under 30 days more than three times a year, including condos. Name one designated responsible party who can act and come to the property within one hour, and get a city business tax receipt.

> City Code Chapter 22, Article III (Ord. 3093, February 9, 2022; Ord. 4001, July 2022; Ord. 4011, July 2023, which added condominiums).

## Licensing steps

### STATE OF FLORIDA

- [ ] **Get the DBPR vacation rental license**
  Apply online to the Division of Hotels and Restaurants as a Vacation Rental – Condominium or Vacation Rental – Dwelling, listing every unit address. Approval usually takes one to two business days and the license is emailed. There is no inspection before it's issued, but DBPR can inspect afterward. Post the license (or a copy) in the unit.
  DBPR vacation rental licensing guide: https://www2.myfloridalicense.com/hotels-restaurants/licensing/vrtsp-guide/

- [ ] **Renew every year by your district's date**
  Licenses renew on a set date for each DBPR district. Brevard, Volusia, Indian River, St. Lucie, Orange, Osceola, Lake, and Seminole (District 4) renew April 1, with the half-year rate from October 1. Duval, Nassau, Clay, Flagler, St. Johns, Levy, Alachua, Marion, and the rest of District 5 renew June 1, with the half-year rate from December 1. Bay, Walton, Okaloosa, Escambia, Santa Rosa, Gulf, Franklin, and the rest of District 6 also renew June 1. Martin, Palm Beach, and Broward (District 2) renew December 1, with the half-year rate from June 1. Miami-Dade and Monroe (District 1) renew October 1, with the half-year rate from April 1. Collier, Lee, Sarasota, Charlotte, Manatee, and the rest of District 7 renew December 1, with the half-year rate from June 1. Pinellas, Hillsborough, Pasco, Polk, Hernando, Citrus, and the rest of District 3 renew February 1, with the half-year rate from August 1. If you won't rent until after the next renewal date, waiting to apply can save paying twice.

- [ ] **Register for Florida sales tax if you collect rent yourself**
  Whoever receives the rent collects and pays the tax. Airbnb and VRBO collect Florida's 6% tax and the county surtax on bookings made through them, so if every booking goes through them you don't need your own sales tax account. If you take direct bookings, or a property manager collects rent for you, you or the manager register with the Department of Revenue and file. You stay responsible if a platform or manager doesn't pay it.
  Florida Department of Revenue: https://floridarevenue.com/

- [ ] **Meet the state fire safety rule**
  Florida Administrative Code 69A-43.018 asks rental homes for smoke alarms powered by the house wiring plus one in every bedroom, NFPA 10 extinguishers, one hour of battery emergency lighting to the main exit, a posted floor diagram showing the primary and secondary exits, and fire safety information for guests.
  Florida rental fire safety checklist (FireEscapePlan.com)-
  : https://fireescapeplan.com/guides/florida-vacation-rental-fire-safety-requirements

- [ ] **Balcony inspection for taller buildings**
  Buildings three or more stories tall must file a Certificate of Balcony Inspection with DBPR every three years. Condo units are exempt when the balconies and stairs are common elements and you give DBPR proof.

- [ ] **Keep up the state operating rules**
  Keep the unit clean, safe, and free of pests; change sheets and pillowcases between guests or weekly; use cribs that meet federal safety standards; and sanitize dishes between guests or post DBPR's exception notice.
- [ ] **Then the county and town**
  Most rules that affect day-to-day operation, like registration, inspections, occupancy, and parking, are set by the county and the town. Pick your town for its full checklist.

### MANATEE COUNTY, FLORIDA

- [ ] **Open a tourist tax account and file every period**
  Complete the Manatee County tourist tax application and get a state sales tax certificate. Then file and pay the county tax every month or quarter, even if Airbnb or Vrbo collected it from guests; they don't send it to the county. Quarterly returns are late after April 20, July 20, October 20, and January 20.
  Manatee County tourist development tax:
  https://helpcenter.taxcollector.com/hc/en-us/articles/26749980712461-Tourist-Development-Tax
- [ ] **Then your city**
  Anna Maria, Holmes Beach, Bradenton Beach, and Bradenton each require a city registration; Palmetto and the unincorporated county don't. Pick your area for its checklist.

### CITY OF BRADENTON

- [ ] **Get the state license and county tax account**
  Every Florida vacation rental needs the DBPR license. In Manatee County you also open a tourist tax account and file the county tourist tax yourself, monthly or quarterly, because the Tax Collector has no agreement with Airbnb or Vrbo to collect it. See the Florida and Manatee County pages.
- [ ] **Gather the documents and sketches**
  You need your DBPR license, Department of Revenue certificate, Manatee tourist tax account, city business tax receipt, deed or tax bill, a sample rental agreement, any pre-existing agreements, and the bedroom, bathroom, occupancy, and square-footage counts. Draw an exterior sketch with parking spaces and an interior sketch of each floor (hand-drawn is fine).
- [ ] **Apply online and pass the inspection**
  Submit the registration, the designated responsible party form, and the owner's affidavit online. Open code violations or unpaid liens must be cleared first. The city schedules the inspection once the application is complete.
  Bradenton vacation rental registration: https://secure.hostcompliance.com/bradenton-fl/permit-registration/welcome

## Fees

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|---|---|
| Initial certificate of registration | **$250** |
| Renewal | **$150** |

## Who to contact

**City Hall:** 941-932-9400
**Email:** VacationRentals@bradentonfl.gov
**Tourist tax:** 941-741-4809

**Bradenton asks for drawings with your application.**
Make the site sketch, floor plans, and evacuation maps to scale from your measurements at FireEscapePlan.com.

## Official sources

Florida DBPR, Division of Hotels and Restaurants: Vacation rental and timeshare project licensing guide-
. https://www2.myfloridalicense.com/hotels-restaurants/licensing/vrtsp-guide/

Florida Department of Revenue (Florida Administrative Code): Rule 12A-1.061, sales tax on transient rentals (registration in part (9)). https://www.flrules.org/gateway/ruleNo.asp?id=12A-1.061

State Fire Marshal (Florida Administrative Code): Rule 69A-43.018, fire safety for one- and two-family homes licensed as public lodging. https://www.flrules.org/gateway/ruleNo.asp?id=69A-43.018

Florida DBPR: Certificate of Balcony Inspection (DBPR HR 7020)-. https://www2.myfloridalicense.com/hr/forms/documents/dbpr_hr_7020_certificate_of_balcony_inspection.pdf

Manatee County Tax Collector: What is tourist development tax?-. https://helpcenter.taxcollector.com/hc/en-us/articles/26749980712461-Tourist-Development-Tax

City of Bradenton: Vacation rental registration guidance. https://cityofbradenton.com/vertical/sites/%7B98CFEB92-7265-45CB-AF6F-7115C2CD7C81%7D/uploads/Vacation_Registration_Guidance_Brochure_with_E

City of Bradenton: Vacation rentals in Bradenton. https://cityofbradenton.com/vacarentals