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Surfside vacation rental checklist

Miami-Dade County, Florida | Rules checked November 4, 2026

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Surfside requires a $100 registration for each rental period, with no more than three registrations per property in 12 months. Driveway parking only, trash rules, and safety standards apply. The town's 4% resort tax replaces most county tourist taxes; Airbnb collects it.

> Town Code Sec. 90-41.1. Fines are set by a town resolution. State law bars limits on how often you rent unless adopted before June 1, 2011; ask the town which parts of its rule date from before then.

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.

MIAMI-DADE COUNTY, FLORIDA

- [ ] **Register for the tourist taxes if you take direct bookings**
  Hotels and rental living accommodations collect the county's tourist and convention development taxes. If guests pay you directly, register with the Tax Collector and file a return every month, even if you collected nothing. Taxes are due the 1st of the next month and late if not postmarked by the 20th. The collection allowance applies only to returns filed online through TouristExpress.
  Miami-Dade tourist taxes: https://www.miamidade.gov/taxcollector/tourist-taxes.asp
- [ ] **Check which taxes apply to your city**
  Airbnb collects the county's 2% tourist development, 1% sports facility, and 3% convention development taxes, but not in Surfside or Bal Harbour, and only the 3% convention tax in Miami Beach. Those three cities collect their own resort taxes; see your city's page.
- [ ] **Then your city**
  Miami-Dade has 34 cities with very different rules, from outright bans to no rules at all. Outside the cities, the county requires its own certificate of use. Pick your city for its checklist.

TOWN OF SURFSIDE

- [ ] **Get the state license and county tax account**
  Every Florida vacation rental needs the DBPR license. If you take any direct bookings, you also file Miami-Dade's tourist taxes with the county Tax Collector (or your city's resort tax in Miami Beach, Surfside, and Bal Harbour). See the Florida and Miami-Dade County pages.
- [ ] **Register each rental with the town**
  Submit the notarized registration form and $100 for every rental period. Registrations can't be transferred to another person or address.
  Short-term rental registration form:
  https://www.townofsurfsidefl.gov/docs/default-source/default-document-library/tourism-documents/individual_short-term_rental_registra
- [ ] **Meet the safety standards**
  A tagged 5-pound 2A-B-C extinguisher in the kitchen, smoke detectors in each bedroom and the hall to them, escape windows without burglar bars, entry doors without double deadbolts, and railings on stairs and porches.
- [ ] **File the resort tax for non-Airbnb bookings**
  The 4% resort tax (Sec. 70-109) is due monthly on bookings Airbnb doesn't collect for.

Who to contact

Town Hall: 305-861-4863
Tax Collector (tourist taxes): 311

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

Miami-Dade County Tax Collector: Tourist and restaurant taxes. https://www.miamidade.gov/taxcollector/tourist-taxes.asp

Airbnb: Occupancy tax collection and remittance in Florida. https://www.airbnb.com/help/article/2301

Town of Surfside: Short-term rental registration (rev. April 2019).
https://www.townofsurfsidefl.gov/docs/default-source/default-document-library/tourism-documents/individual_short-term_rental_registration_forseasonalguests.