LICENSEDRENTAL.COM

Wellington vacation rental checklist

Palm Beach County, Florida | Rules checked November 4, 2026

Scan for the latest version

Wellington requires a one-time $600 Vacation Rental Special Use Permit for each unit, plus an annual village business tax receipt and a human trafficking prevention certificate. Overnight, up to 2 guests per bedroom (children under 3 don't count), and 1 car per bedroom, up to 4.

> In effect since March 1, 2024 (Ordinance 2023-13), under Article 6 of the Land Development Regulations. A homesteaded owner who lives there may rent a single room.

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.

PALM BEACH COUNTY, FLORIDA

- [ ] **Register with the Tax Collector before you advertise**
  Apply for a vacation rental business tax receipt (or a home sharing receipt if you live there during stays) and a tourist development tax account, one set per property. You may not advertise or list the property until you have both.
  TDT support center (Palm Beach County Tax Collector)-
  : https://pbctax.gov/taxes/tourist-development-tax/tdt-support-center
- [ ] **Put both numbers on every listing**
  Airbnb, Vrbo, and other platforms must ask for your business tax receipt and tourist tax numbers before listing a Palm Beach County property, and the numbers must appear on every ad. Listings without valid numbers can be taken down.
- [ ] **File the tourist tax every month**
  File electronically every month, even in months with no bookings. Platforms collect the tax from guests and pass it to you; you send it to the Tax Collector. Keep records of each stay, its length, and its price for three years.
- [ ] **Renew the business tax receipt by September 30**
  Renewal needs the fee, every monthly return filed, and any changes to your registration. Without a renewal filed by September 30 you can't keep advertising. The receipt can't be transferred to a new owner or address.
- [ ] **No events or sales**
  County rules bar non-residential uses of a short-term rental, such as selling products or holding events that charge admission.
- [ ] **Then your town**
  Many Palm Beach County towns require their own permit and inspection. Pick your town for its full checklist.

VILLAGE OF WELLINGTON

- [ ] **Get the state license and the county tax accounts**
  Every Florida vacation rental needs the DBPR license. Palm Beach County also requires a county business tax receipt and a tourist tax account from the Tax Collector before you advertise, with both numbers on every listing. See the Florida and Palm Beach County pages.
- [ ] **Get the village business tax receipt**
  You need an active Wellington business tax receipt, renewed every year, before you apply for the permit.
- [ ] **Get a human trafficking prevention certificate**
  Complete the state-approved training and keep a copy of the certificate for the application.
  Human trafficking prevention training: https://fateht.vidcert.com/register
- [ ] **Apply for the Special Use Permit**
  Request the application from Planning and Zoning, then apply through Citizen Self Service (search "Special Use Permit / Vacation Rentals") with your business tax receipt and certificate. The village mails an invoice in two to three business days.
  Wellington vacation rentals: https://www.wellingtonfl.gov/2133/Vacation-Rentals
- [ ] **Follow the house rules**
  No amplified sound audible across the property line, pets leashed or inside, trash out no earlier than 6 p.m. the day before pickup and back by 11 p.m. that day, and lawns kept under 6 inches.

Village permit fee

A one-time $600 per unit for the Special Use Permit, plus the annual business tax receipt.

Vacation Rental Special Use Permit	One time; not renewed.	**$600 per unit**

House rules for guests

Overnight guests: 2 per bedroom
Children under 3 don’t count.

Daytime guests: Overnight limit plus 4

Parking: 1 car per bedroom, up to 4
More on 1+ acre lots with over 4 bedrooms. Never on lawns, swales, or the street.

Noise: No amplified sound past the property line

Trash: Out after 6 p.m. the day before
Back by 11 p.m. pickup day.

Who to contact

Vacation rentals: vacationrentals@wellingtonfl.gov
Complaint hotline (24/7): 561-486-9022
Tax Collector, tourist tax support: 561-355-3547

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

Palm Beach County (Municode): Code § 17-117, vacation rentals (tourist development tax article). https://library.municode.com/fl/palm_beach_county/codes/code_of_ordinances?nodeId=PABECOCO_CH17LITAMIBURE_ARTIIITODETA_S17-117VARE

Village of Wellington: Vacation rentals. https://www.wellingtonfl.gov/2133/Vacation-Rentals

Village of Wellington (Municode): Land Development Regulations § 6.2.2, supplementary standards (vacation rental)-. https://library.municode.com/fl/wellington/codes/code_of_ordinances