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St. Lucie Village vacation rental checklist

St. Lucie County, Florida | Rules checked November 4, 2026

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St. Lucie Village requires every vacation rental to register with the Town Clerk and be approved by the Board of Aldermen: $650, renewed every 12 months with a fresh septic certification. Up to 10 guests, and a responsible party within two hours.

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.

ST. LUCIE COUNTY, FLORIDA

- [ ] **Open a tourist tax account, even if you only use Airbnb or Vrbo**
  Get a Florida sales tax number from the Department of Revenue first, then create a TouristExpress account with the Tax Collector and apply for a tourist tax account. File every month by the 20th. Filing on time online earns a 2.5% collection allowance, up to $30.
  TouristExpress (St. Lucie Tax Collector): https://stlucie.county-taxes.com/tourist
- [ ] **Ask about a business tax receipt**
  Ask the Tax Collector whether your rental needs a county business tax receipt. Fort Pierce also requires its own city receipt.
- [ ] **Know which rules cover you**
  Fort Pierce (including its part of Hutchinson Island) and St. Lucie Village run rental registrations. Port St. Lucie and the unincorporated county, including the county side of Hutchinson Island, have no rental registration, so the state license, tax accounts, and your condo or HOA rules apply.
- [ ] **Then your town**
  Pick your town for its full checklist.

TOWN OF ST. LUCIE VILLAGE

- [ ] **Get the state license and tax accounts**
  The registration asks for your DBPR license, a Florida sales tax account, and a St. Lucie County tourist tax account.
- [ ] **Get a septic certification**
  From the St. Lucie County Health Department, the Department of Environmental Protection, or an authorized private inspector, confirming the system is in good repair and can support your maximum occupancy.
- [ ] **Register with the Town Clerk**
  Include owner and responsible party contacts, a diagram of your parking spaces, the maximum vehicles and guests, the number of bedrooms, beds, and bathrooms, boat slips, proof the home meets state and building code safety (including pools), and your signed acknowledgment of the rules. The Board of Aldermen approves each registration.
- [ ] **Post the rules inside and the contact outside**
  Post the responsible party's name and phone inside and on the front of the house where the public can see it. Inside, also post the address, parking rules and diagram, maximum boats and guests, noise rules, the ban on events, the leash rule, where the smoke alarms, emergency lighting, and extinguisher are, and trash days.
- [ ] **Put the limits in every ad**
  Every listing must state the occupancy limit, the maximum vehicles, the ban on events, the leash rule, and the noise rules.
- [ ] **Renew every 12 months**
  Confirm your information, resubmit the required documents with a septic certification dated within the last 30 days, and pay the renewal fee.

Town registration fee

$650 for the first registration. Renewal and transfer fees are set by resolution.

Initial registration	**$650 per vacation rental**

House rules for guests

Maximum guests: 2 per bedroom plus 2, up to 10

Quiet hours: 10 p.m. to 8 a.m.

Events: No parties or events
Including any gathering over the occupancy limit.

Parking: Improved on-site spaces only
At most one more vehicle than bedrooms. Nothing on grass, in the road, or within 5 feet of the pavement.

Docks: One boat per slip or lift
Owner or renter only, no living aboard.

Trash: Out after 5 p.m. the day before
Back in by 6 p.m. pickup day, in lidded cans.

Who to contact

Tax Collector, tourist tax: TouristTax@tcslc.com
Department of Revenue (sales tax number): 772-429-2900

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

St. Lucie County Tax Collector: Tourist development tax. https://tcslc.com/233/Tourist-Development

Town of St. Lucie Village: Ordinance 2023-3, vacation rental regulations-
. https://stlucievillagefl.gov/wp-content/uploads/2026/05/2023-3-Ordinance-re-Vacation-Rentals.pdf