



**WALTON COUNTY TOURIST DEVELOPMENT TAX**

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 Suite 500 Fax: (850) 267-1335  
 Santa Rosa Beach, FL 32459 Email: [touristdevelopmenttax@waltonclerk.com](mailto:touristdevelopmenttax@waltonclerk.com)

**NEW OWNER QUESTIONNAIRE**

Please check the box that most closely describes your property’s current/intended rental status, & fill out the requested property/owner information table below. Upon completion, you may fax, mail, or scan in this completed form using the contact information provided above or save a local copy on your computer & attach it to an email to our department at [touristdevelopmenttax@waltonclerk.com](mailto:touristdevelopmenttax@waltonclerk.com).

*NOTE: While Adobe offers an online submittal option, we do not typically recommend utilizing that function as certain versions of the program don’t seem to communicate effectively with our department; therefore, the form may appear to have submitted but did not actually reach our team.*

PROPERTY/OWNER INFORMATION					
Walton Co. Address:				Owner Name:	
Owner Mailing Address:		Owner Phone:		Owner Email:	

- 1. My property is rented for stays of 6 months or less. I personally manage rental activity, and I am **NOT** currently a registered Tourist Development Tax collector. *If you checked this box, please visit [www.touristtax.com/walton](http://www.touristtax.com/walton) to complete a Registration Form found under “Forms & Downloads”.*
- 2. My property is rented for stays of 6 months or less. I personally manage rental activity, and I am **currently registered under account # \_\_\_\_\_**. *If you checked this box, you currently have no further obligation once this form is submitted aside from the timely remittance of the Tourist Development Tax as required by Florida Statutes as well as Walton Co. Ordinance.*
- 3. My property is rented for stays of 6 months or less, and all rental activity is managed by:  
 Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_
- 4. My property is rented long-term (defined as *longer than 6 months*), and my tenant signed a written lease with terms longer than 6 months.
- 5. My property is my primary residence.
- 6. There is no rental activity in my property at any time.

If you checked **boxes #3-6**, you have no further obligation once this form is submitted. If your rental status changes, please contact our TDT Department at 850-267-2040 or [touristdevelopmenttax@waltonclerk.com](mailto:touristdevelopmenttax@waltonclerk.com).