



Dear Landlord,

Effective 9/25/2013, the Landlord Permit ordinance 2013-20-308 has been amended to require landlords in the City of Miami Gardens to provide the City's Code Compliance Division with the following:

- a completed landlord permit application to include names and birthdates of all individuals occupying the unit
- a copy of a state background record(s) on all occupants age 15 and over (850) 410-8109

The requested information is required annually to obtain a Landlord permit. Failure to provide the required documents may result in the City issuing a fine in the amount of \$ 250.00 per day until fulfillments are met.

If you have any questions or concerns, please contact Code Compliance at (305) 622-8020.

Thank you



CITY OF MIAMI GARDENS
CODE COMPLIANCE DIVISIONS
Application for Landlord Permit

Application Fee - \$ 12.00 Non-Refundable

Additional Permit Fee:
Single Family Dwelling = \$66.15
Multi-Family Dwellings with more than one unit: First Unit= \$55.13, each additional unit= \$26.25

Date _____/_____/_____ Folio # _____

Owner's Name _____

Landlord's Name (if different) _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone (____) _____ - _____ Fax _____ Email _____

Number of Units _____ Number of Tenants _____

PROPERTY INFORMATION

Property Address _____

City **Miami Gardens** State **Florida** Zip Code _____

Phone (____) _____ - _____ Mobile (____) _____ - _____

TENANT INFORMATION

| Tenant First Name | Tenant Last Name | Date of Birth | Contact Number |
|-------------------|------------------|---------------|----------------|
| | | | |

| Tenant First Name | Tenant Last Name | Date of Birth | Contact Number |
|-------------------|------------------|---------------|----------------|
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“The undersigned has carefully reviewed this application all facts, figures, statements contained in this application are true, correct, and complete to the best of my knowledge and belief. The applicant also acknowledges and understands that the issuance of a Landlord Permit is contingent upon a compliance inspection. Failure to comply with the City’s Ordinances may result in revocation of said Landlord Permit.”

PRINT NAME

SIGNATURE

| | |
|--|--|
| <u>OFFICE USE ONLY</u> | |
| Processor’s Signature _____ | Print _____ |
| <input type="checkbox"/> APPROVED | <input type="checkbox"/> DENIED |