



## Leon County Compliance Certification Request Form

On July 7, 2015, the Leon County Board of County Commissioners approved Resolution R15-37 to establish a non-refundable Compliance Certification Fee of \$90.00 for open code violation and lien research requests for each property, and the issuance of Compliance Certification Letters within 2 business days by the Code Compliance Program.

Please complete the information requested below and submit this form with payment to: Leon County Development Support and Environmental Management, Attn: Code Compliance Program, 435 N. Macomb Street, 2<sup>nd</sup> Fl, Tallahassee, Florida 32301

### PROPERTY INFORMATION:

Property Address: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

*Leon County requires that property that is subject to a foreclosure proceeding be registered with Leon County Abandoned Property Registration Program. These results will include if registration is required for this property.*

### REQUESTOR INFORMATION:

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred Method of Response:    Email                      Fax                      US Mail

**COMPLIANCE CERTIFICATION LETTER FEE \$90.00:** Requests can be processed by Check/Money Order or Visa/MC/AMEX via telephone. If paying for multiple addresses with one check, please attach the request form for each property with payment. Please make Checks Payable to: Leon County DSEM

*For Office Use Only:*

LCC# \_\_\_\_\_

Date: \_\_\_\_\_ Payment: (Check/M.O./Credit Card) \_\_\_\_\_

Initials: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_