



Bill Furst

SARASOTA COUNTY PROPERTY APPRAISER

2001 Adams Lane, Sarasota, FL, 34237 | Ph: 941.861.8200 | F: 941.861.8260 | www.sc-pa.com

PROPERTY SPLIT APPLICATION PROCESS

Please review the following requirements for split application requests

1. All lands included in the split application must either:
 - a) lie within a platted subdivision/condominium, or
 - b) been previously transferred by deed in the public records of Sarasota County
2. The deadline to submit an application is **January 1st** of the tax roll year.
3. All prior year taxes must be paid prior to approval of the split application.
4. Provide split configuration, such as, Lot 1 from Lot 2, Block 1234, ABC Subdivision or prior deed references for split configuration, such as, ORI 2011057101 from OR 1322/0240. For new parcels that lie outside a platted subdivision or that have not been previously described in a recorded deed, a new deed description must be recorded to create the new parcel.
5. Verifying with the appropriate Land Development or Planning and Zoning Department that the split configuration meets all requirements such as parcel size and property setbacks.

Submission of split application

1. Download and fully complete the Property Split Application form.
2. E-mail completed application and attachments to Maps@SC-PA.com or mail to: Sarasota County Property Appraiser, ATTN: Mapping Department, 2001 Adams Ln, Sarasota, FL 34237
3. Requesting party will be notified via phone, e-mail or mail of the application status.

Important Notices

1. The splitting of parcels/units may affect assessed value(s), taxable value(s), exemption benefit(s), and/or capped value(s). Contact our Customer Service Dept. at (941) 861-8200 should you have any questions.
2. An approved application **does not** imply authorization for parcel development. Please contact the appropriate Land Development or Planning and Zoning Department for questions concerning property development.

If you need assistance or have questions about this form, please call (941) 861-8200



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PROPERTY SPLIT APPLICATION

Date of Request: _____ Phone Number: _____

Owner(s) of parcel to be split (please print):

1) _____ 2) _____

3) _____ 4) _____

(see attached for additional owners)

Account Number to be split: _____ Split Configuration as follows:

(see attached for description)

Reason(s) for split request: Development Sale Other _____

Does the account to be split benefit from a Homestead Exemption? Yes No

Is any portion of the property currently being rented? Yes No

NOTE: The splitting of parcels/units may affect assessed value(s), taxable value(s), exemption benefit(s), and/or capped value(s). Contact our Customer Service Dept. at (941) 861-8200 should you have any questions.

Owner(s) signature: **(Required)**

1) _____ 2) _____

3) _____ 4) _____

(see attached for additional owners' signatures)

E-mail Address: _____

For office use only: For tax roll year: _____ / _____ Use: Res Comm

Mapping Department: Approved Denied By: _____

Appraisal Department: Approved Denied By: _____

Reason for denial: _____

Retained Account Number _____ Desc _____

New Account Number _____ Desc _____

Approval Date: _____ see attached for additional Account Numbers