



August 19, 2022

**FLORIDA CONDO & CO-OP BUILDING REPORTING
DEADLINE JANUARY 1, 2023**

By: Vanessa Fernandez, Esq.

As an update to our June 7, 2022, article on the Building Safety Act, please be reminded that the deadline for Florida condominiums and cooperatives to report building information to the Division of Florida Condominiums, Timeshares, and Mobile Homes (“Division”) is **January 1, 2023**.

The Building Safety Act applies only to condominiums and cooperatives creating specific obligations for certain condominium and cooperative associations depending on the nature of the buildings in their communities. However, **ALL** condominium and cooperative associations that exist on or before July 1, 2022, are required to provide information to the Division of Florida Condominiums, Timeshares, and Mobile Homes (“Division”) by January 1, 2023, including:

1. The number of buildings on the condominium or cooperative property that are three stories or higher in height.
2. The total number of units in all such buildings.
3. The addresses of all such buildings (and not the addresses of the management companies for the same).
4. The counties in which all such buildings are located.

The Board of Directors for every condominium and cooperative in Florida should see to it that the information is timely submitted. There are several methods by which condominium and cooperative associations may submit the information to the Division.

- Associations may use the web form in the link below which sends the Building Reporting form directly to the Division:
<http://www.myfloridalicense.com/DBPR/condos-timeshares-mobile-homes/building-report/>
- Associations may also send the information to the Division electronically (by email) at:
ctmhbuildingreporting@myfloridalicense.com

- Lastly, the information may also be sent by USPS mail or hand delivery to:

Division of Florida Condominiums, Timeshares and Mobile Homes
Attention: Building Reporting
2601 Blair Stone Road
Tallahassee, FL 32399-1030

Whichever method you choose, note that the deadline is **January 1, 2023**. If you are going to mail your association's reporting information, please consider mailing early enough so that your information is received on or before the deadline. We also recommend keeping a copy of the report provided to the Division, whether that is by screenshot or submission receipt, printing a copy of the email, or retaining a copy of the mail receipts for the Association's records. Any report sent by email, USPS mail, or hand delivery should have a date on it.

A note to the reader: This article is intended to provide general information and is not intended to be a substitute for competent legal advice. Competent legal counsel should be consulted if you have questions regarding compliance with the law.

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