



Town of Surfside ID Card Program
New Surfside ID Cards and/or Renewal of Surfside ID Cards
Renewal Commencing on Friday, October 1st, 2021 for the upcoming fiscal year of October 1st, 2021 to September 30th, 2022

Process:

1. If the resident is the owner of the property, he/she must bring in his/her driver's license and two of the following documents: (Residents that are renewing must also provide his/her Surfside ID)
 - Current Utility Bill
 - Current Bank Statement
 - Current Credit Card Statement
 - If the owner of the property has multiple owners, proper documents must be presented indicating ownership of multiple owners. *Subject to approval
2. If the resident is a renter, he/she must bring in his/her driver's license, and a copy of the lease including the dates of rental and people authorized to reside at the property, and one of the following documents: (Residents renewing must also provide their Surfside ID)
 - Current Utility Bill
 - Current Bank Statement
 - Current Credit Card Statement
3. If the resident is a renter without a valid lease, the owner must fill out the Temporary Community Center Access Form and have it **notarized**; which must include the dates of rental and people authorized to reside at the listed property.
 - The renters must provide the **notarized** Temporary Community Center Access form, and his/her driver's license and one of the following documents: (Residents renewing must also provide his/her Surfside ID)
 - Current Utility Bill
 - Current Bank Statement
 - Current Credit Card Statement

Surfside ID Cards expire on an annual basis and are valid from October 1ST to September 30th of each fiscal year for owners. Renter ID cards expire at the conclusion of the lease or September 30th – dependent on which date occurs first.

***Access to the Facility may be denied upon three notifications and failure to renew your Resident ID card.**

**Everyone 18 and older must provide current proof of residency.
Resident ID Cards are limited to one family per address (Owners or Renters).
Adult family members and siblings is not defined as a family eligible for ID cards.
There is a \$5.00 charge for lost, stolen or replacement cards.
ID Cards are issued to children 5 years and older.
All children in the system will have photos taken and may need periodic updating.
Parental Proof may be required for ages 17 and under.**

**For more information, please contact the Community Center at (305) 866-3635 or
Visit www.townofsurfsidefl.gov**