

## Declaration of Domicile

A Declaration of Domicile proves residency in Broward County, Florida. It is often used to enroll children or college students in school, to establish eligibility for Homestead Exemption, or as the first step toward establishing legal residence in Florida.

Completed forms **must** be signed and notarized in the presence of the notary. The notarization fee is \$10 per person. If you need your Declaration of Domicile notarized, our office is at:

7200 W Commercial Blvd., Ste. 203  
Lauderhill, FL 33319

Each person signing the document must appear in front of the notary. Each person must present proof of identity with a picture, such as a Florida Driver's License, passport or state-issued identification card. Resident aliens must have permanent green cards.

The fee for recording a Declaration of Domicile is \$10 if the document is notarized before it is brought in. There is an additional fee of \$10 per name for each name notarized by the Records, Taxes and Treasury Division.

You may record thru the mail or in person. Please see instructions and addresses for recording on the next page.

*Questions?*

**Call Cynanotary at 954-977-9905. We're here to help!**

## DECLARATION OF DOMICILE INSTRUCTIONS

All information must be legible.

- Husband and wife, domestic partners, or others who cohabit may sign the same form.
- The Declaration of Domicile form must be notarized. Notary services are available in our office, or you may use a Notary Public of your choice. The fee for our **Notary service is \$10.00 per document**, in addition to the standard recording charges. Please note that all persons who signed the document must appear before the notary.

Have your identification available. You need to have current government-issued picture identification in order for this office to notarize your signature, such as a driver's license, a state identification card, or passport.

### COMPLETING THE FORM:

#### Line <sup>(1)</sup>

Fill in the address of where you live now.

#### Line <sup>(2)</sup>

Fill in the address of where you lived before you moved to your current address.

#### Line <sup>(3)</sup>

Fill in the address of the place or places where you maintain another or other places of abode.  
(If you filled in Line <sup>(3)</sup>, please check either:

I intend to permanently continue and maintain domicile in the State of \_\_\_\_\_, OR

I intend to become domiciled in the State of Florida).

Sign before the Notary

Clearly and legibly PRINT the name that you signed.

### GETTING YOUR DOCUMENT RECORDED:

You may record thru the mail or in person. If you record thru the mail, **your document must be notarized before** you send it to us. Notary Service is available only in person. The fees are \$10.00 per document (notary acknowledgement) for each person signing and the signors must have a legal form of identification and appear in person.

#### **Mail to:**

Records Taxes and Treasury Division  
RECORDING SECTION  
P.O. Box 14668  
Fort Lauderdale, FL 33302

- Include a self-addressed, postage paid envelope for the return of the document after processing
- The recording fee is \$10.00 for a one-page document
- Make check or money order payable to: BOARD OF COUNTY COMMISSIONERS (do not send cash)
- If you want a **certified copy** of recorded document **in addition to the recorded original** we will send you, add \$3.00 (\$1.00 per page for the copy fee and \$2.00 to certify) to your payment for each certified copy requested. A certified copy is optional.

#### **In person:**

The County Records office is located at the Governmental Center and is open Monday through Friday (except holidays) from 7:30 am to 5:00 pm. If you're planning on coming in person, be sure to check our Broward County Records Division page under Important Information.

#### STREET ADDRESS:

Governmental Center, Records - Room 114  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301

**DECLARATION OF DOMICILE/ DECLARACIÓN DE DOMICILIO**

**This is my declaration of domicile in the State of Florida that I am filing this day in accordance and in conformity with Section 222.17, Florida Statutes. *Esta es mi declaración de domicilio en el Estado de la Florida, que estoy registrando en este día de acuerdo y en conformidad con la Sección 222.17, de los Estatutos de la Florida.***

- 1. I hereby declare that I am a bona fide resident of the State of Florida, and reside in and maintain a place of abode at: *Por la presente declaro que resido y mantengo mi residencia en:***

\_\_\_\_\_  
Address/*Dirección* City & Zip Code / *Ciudad y Código Postal*

which place of abode I recognize and intend to maintain as my permanent home and, if I maintain another place or places of abode in some other state or states, I hereby declare that my above-described residence and abode in the State of Florida constitutes my predominant and principal home, and I intend to continue it permanently as such. *Como lugar de residencia el cual reconozco e intento mantener como mi hogar permanente. De mantener otro lugar(es) como residencia(s) en cualquier otro estado(s), yo declaro en la presente que mi residencia descrita anteriormente y hogar en el Estado de Florida constituye mi hogar principal y predominante, y mi intención es continuar de esa manera permanentemente.*

- 2. I formerly resided at: *Mi residencia anterior fue:***

\_\_\_\_\_  
Address/*Dirección* City, County, State and Zip Code/ *Ciudad, Condado, Estado y Código Postal*

- 3. The place or places where I maintain another or other place or places of abode are as follows: *El(los) lugar(es) donde mantengo otra(s) residencia(s) son los siguientes:***

\_\_\_\_\_  
Address/*Dirección* City, County, State and Zip Code/ *Ciudad, Condado, Estado y Código Postal*

\_\_\_\_\_ I intend to permanently continue and maintain domicile in the State of \_\_\_\_\_.  
\_\_\_\_\_ *Mi intención particular es seguir residiendo permanentemente en el Estado de \_\_\_\_\_.*  
\_\_\_\_\_ I intend to be or become domiciled in the State of Florida.  
\_\_\_\_\_ *Mi intención particular es residir permanente en el Estado de la Florida.*

Optional: Also residing at this address: *Opcional: Viven conmigo en mi dirección actual:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature/*Firma:* \_\_\_\_\_ Signature/*Firma:* \_\_\_\_\_

Print Name: /*Imprima Nombre:* \_\_\_\_\_ Print Name: /*Imprima Nombre:* \_\_\_\_\_

**STATE OF FLORIDA  
COUNTY OF BROWARD**

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Personally Known \_\_\_\_\_ OR Produced \_\_\_\_\_ as identification.

Signature of Notarizing or Attesting Official \_\_\_\_\_

(Seal)