

**Due MAY 1, 2025 for Fiscal Year 2026 Fire Services Special Assessment**

**PLEASE READ THE ENTIRE APPLICATION CAREFULLY BEFORE SIGNING**

**AUTHORITY:** In accordance with authority granted under City of Gainesville Resolution 2023-848 and Section 10 of Resolution 2023-563, each owner of Mobile Home or Recreational Vehicle (RV) Park property shall be afforded the opportunity to demonstrate, in the manner described below, the vacancy rate in space occupancy within such property and receive a vacancy adjustment to the Fire Services Assessments imposed upon such property. *Occupancy* means a mobile home or RV is occupying the space, whether in use or not.

**REQUIRED INFORMATION:** To apply for a mobile home or recreational vehicle vacancy adjustment under the Fiscal Year 2026 Fire Services Special Assessment Program, the applicant shall file with the City this application, under oath, which provides the following required information necessary to demonstrate entitlement to the mobile home or recreational vehicle vacancy adjustment (PLEASE PRINT CLEARLY):

Owner Name: \_\_\_\_\_ Name of MH or RV Site: \_\_\_\_\_

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

Owner E-mail Address: (optional) \_\_\_\_\_

Parcel ID #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Property Physical Address: \_\_\_\_\_

**VACANCY RATE CALCULATION:** The vacancy rate for the Fiscal Year 2026 Fire Services Special Assessment Program shall be defined as the percentage of available spaces within a Mobile Home or Recreational Vehicle Park that were vacant from **January 1, 2024** through **December 31, 2024** and shall be calculated as follows:

Exact Number of Permitted Sites within the Mobile Home or RV Park (not including overflow areas) \_\_\_\_\_ **A**

Days in Reporting Period (enter 365 for full year) \_\_\_\_\_ **B**

Total Possible Space Nights \_\_\_\_\_ **C**  
A x B = C (Example: 100 sites x 365 days = 36,500)

Actual Space Nights \_\_\_\_\_ **D**  
Sum of Number of Actual Occupied Spaces for Each Day in Calendar Year

Occupancy Percentage \_\_\_\_\_ **E**  
D/C = E (Example: 12,500/36,500 = 34.2%)

Vacancy Rate \_\_\_\_\_ **F**  
Subtract E from 100% (Example: 100% - 34.2% = 65.8%)

**APPROVAL PROCEDURE:** Eligibility for a Mobile Home or Recreational Vehicle Vacancy Adjustment will be determined by the City Manager based on evidence of a vacancy rate provided herein by the Property Owner on or before **MAY 1, 2025** for the Fiscal Year 2026 Fire Services Assessment Program.

The City Manager may adjust any Fire Services Assessment imposed for the Fiscal Year 2026 beginning October 1, 2025 upon a parcel of Mobile Home or Recreational Vehicle Park property whose Owner timely and satisfactorily demonstrates by affidavit that such parcel has experienced vacancies by multiplying the Vacancy Rate (*expressed as a decimal*) by the Fire Services Assessment attributable to the Mobile Home or RV spaces on the parcel of Mobile Home or Recreational Vehicle Park property and reducing the assessment by an equivalent amount.

**AFFIDAVIT**

I hereby swear or affirm that the information I have provided in this application is true and correct.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

Rev. 01/14/25

**SUBMIT COMPLETED APPLICATION TO:**  
**Gainesville Fire Rescue**  
**MH/RV Vacancy Application**  
**PO BOX 490 MS 34**  
**Gainesville, FL 32627-0490**  
**or by email to [gfrpio@gainesvillefl.gov](mailto:gfrpio@gainesvillefl.gov)**  
**Questions? Call (352) 334-5078**