



SANTA ROSA ISLAND AUTHORITY LEASE ASSIGNMENT INFORMATION

TO: Realtors, Closing agents, and New Leaseholders
FROM: Santa Rosa Island Authority
DATE: December 9, 2019
RE: Required lease assignment transfer on Pensacola Beach

As a reminder, upon the sale/purchase of leased property on the Island, the SRIA requires a copy of the recorded assignment of lease in order to transfer the property, and change our records to reflect the new leaseholder. Also, be reminded that a lease fee is assessed that is based on the individual lease agreement and each agreement can be quite different.

We ask that you keep this information in mind as you take part in any way in the sale/purchase of leased property on Pensacola Beach, whether as the sales agent, closing agent, or new leaseholder. Please assist us in making sure that we have the proper documents to allow the SRIA to maintain current lease records, and disseminate important information, including billing, storm related materials, and process new construction projects being applied for as the new leaseholder

The SRIA staff is available to assist in anyway needed, and we encourage you to contact our office at 850-932-2257 for any information related to leasehold property on Pensacola Beach.