Florida Condominiums, Timeshares and Mobile Homes
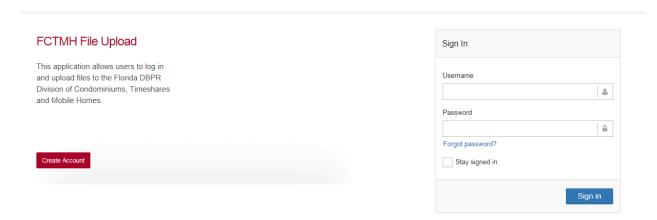
File Upload System

You can access the Florida Condominiums, Timeshares and Mobile Homes File Upload system at: https://www.myfloridalicense.com/ctmhlargefileupload/
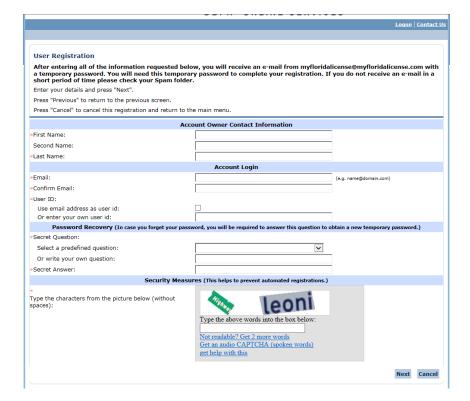

To use the Florida Condominiums, Timeshares and Mobile Homes File Upload system you must have an account with the Department of Business and Professional Regulation Online Application Services.

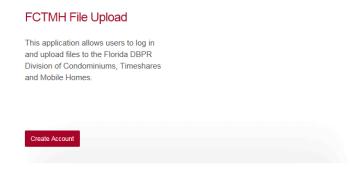If you have an account you can log into the File Upload system.

If you do not have an account you can create one by clicking on the Create Account button.

This will take you to the User Registration page of the Online Application Services page.

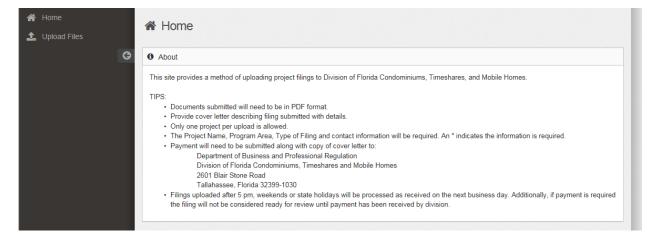Complete the registration process and return to the File Upload system.

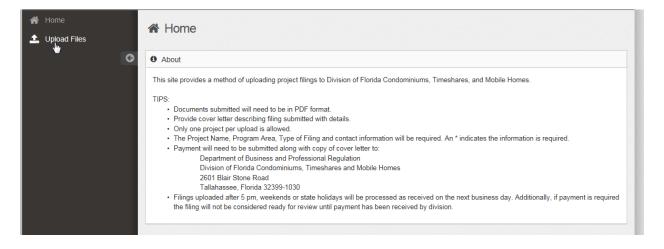Now enter your Username and Password and select Sign In.

FCTMH File Upload

This application allows users to log in and upload files to the Florida DBPR Division of Condominiums, Timeshares and Mobile Homes.

Create Account

Sign In

Username

John.Doe@myfloridalicense.com

Password

••••••••••••••

Forgot password?

☐ Stay signed in

Sign in

This will take you to the FCTMH File Upload homepage.
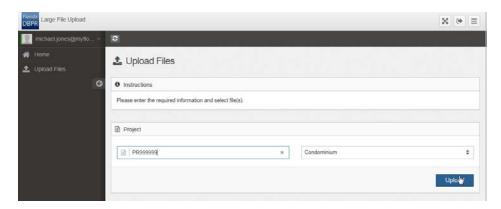Please review the Tips section to ensure your information is uploaded correctly.

Home
Upload Files

🏠 **Home**

ℹ **About**

This site provides a method of uploading project filings to Division of Florida Condominiums, Timeshares, and Mobile Homes.

TIPS:
- Documents submitted will need to be in PDF format.
- Provide cover letter describing filing submitted with details.
- Only one project per upload is allowed.
- The Project Name, Program Area, Type of Filing and contact information will be required. An * indicates the information is required.
- Payment will need to be submitted along with copy of cover letter to:
  Department of Business and Professional Regulation
  Division of Florida Condominiums, Timeshares and Mobile Homes
  2601 Blair Stone Road
  Tallahassee, Florida 32399-1030
- Filings uploaded after 5 pm, weekends or state holidays will be processed as received on the next business day. Additionally, if payment is required the filing will not be considered ready for review until payment has been received by division.

To upload a file or multiple files select the Upload Files button in the upper left corner.

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Upload Files

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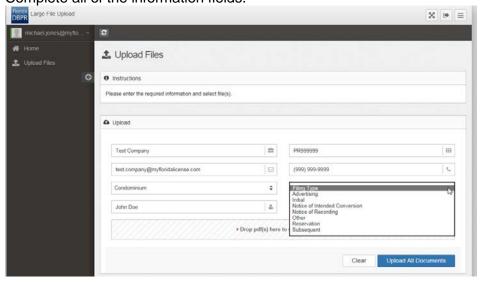
Now enter your Project number and select the program type from the dropdown.
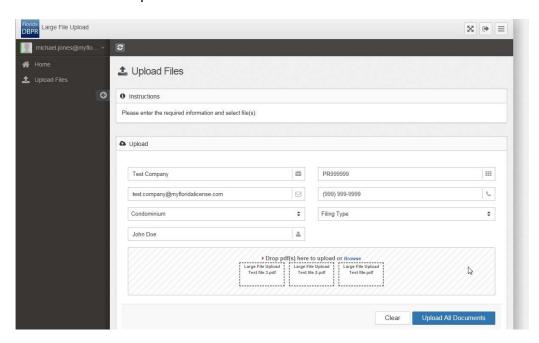

Then select the Upload Button.

This will take you to the Upload Files page.
Complete all of the information fields.

Place the files into the Drop pdf(s) here or Browse field
You will be able to drag and drop files into this field or use the browse function to select the files you want to upload.
Then click on the Upload All Documents button.

Once the upload is complete you will get a message:
Success! Your data has been uploaded. To Load additional Files, Select Upload files.