



911 ADDRESSING & STREETS | FREQUENTLY ASKED QUESTIONS

HOW DO I APPLY FOR A 911 ADDRESS?

To apply for an address assignment, completion of our online application is required. The application may be submitted at e911.putnam-fl.com or in person using our office kiosk. Assistance is available if help is needed with the online application.

If you prefer an in-person visit, you may come to our office and complete the application on the kiosk; a staff member will assist you afterward. Please note that an address may or may not be assigned during the visit, depending on the information provided.

WHAT IS REQUIRED FOR AN ADDRESS ASSIGNMENT?

The following information is required prior to requesting an address assignment:

- The applicant must either be the Property Owner or a Legal Representative
- For recently purchased properties, the recorded deed will be required
- If the property was recently combined or split with other properties:
 - The parcels must be complete and visible in the GIS system before an address can be assigned
 - The address application must be submitted under the new parcel number
- The driveway location must be provided. A site plan or sketch may be required if the property exceeds 1.5 acres or has road frontage over 100 feet.
- If the property crosses other properties to access, a recorded easement will be required
- Additional documents or questions should be emailed to e911.putnam-fl.gov with the parcel number referenced

HOW LONG DOES IT TAKE TO GET A NEW 911 ADDRESS?

A new 911 address assignment can take 1-3 business days, depending on the information provided in the application.

WHAT ARE THE STANDARDS TO NAME A STREET?

- Proposed street names may be submitted to the 911 Division for review and consideration. If no proposed names are provided, the 911 Division will assign the street name.
- Streets shall not be named after a person, living or deceased, without approval from the Board of County Commissioners.
- Duplicate street names are not permitted, regardless of suffix.
- Street names must be easy to read, pronounce, and spell.
- All proposed street names must be approved by the 911 Coordinator.