

APPLICATION FOR CHARLOTTE COUNTY BUSINESS TAX RECEIPT

Charlotte County Tax Collector 18500 Murdock Circle, Port Charlotte, Florida 33948

Website: http://taxcollector.charlottecountyfl.gov

Phone: (941) 743-1350

BUSINESS INFORMATION

New _____ Transfer _____ Date: _____ (office use) BT Account # _____

Business Name: _____ Type of Business: _____

Corporate Name: _____ SSN # or Federal ID # _____

Location Address: _____	Mailing Address: _____
City: _____	City: _____
State: _____	State: _____
Zip: _____	Zip: _____

Job Card # _____ Business Phone # _____ Email Address: _____

(Attach Copy) County Comp Card # _____

(Attach Copy) State Cert. or Reg # _____

Do you have vending, amusement or laundry machines? _____ Yes _____ No If yes, How Many? _____

Fictitious Name Registration # _____ Number of Employees: _____

This certifies that the above business is exempt from registering for a Fictitious Name (check box)

_____ It is a corporation registered with the Florida Secretary of State. Document # _____

_____ I am licensed by the Department of Business and Professional Regulation or the Department of Health.

_____ It is operated under the legal name(s) of the owner(s).

EXEMPTIONS PER FLORIDA STATUTE 205

_____ Check only one (attach a copy of proof of exemption) **Must be a Charlotte County resident to qualify and you can have no more than one employee.**

_____ I am sixty-five (65) years old _____ Disabled Veterans _____ Charitable Organization (501c) attach copy

OWNER INFORMATION

Owner Name: _____

Owner Address: (No PO Boxes) _____	Mailing Address: _____
City: _____	City: _____
State: _____	State: _____
Zip: _____	Zip: _____

Owner Telephone: _____ Email Address: _____

(Attach Copy) Driver License # _____ **(Required)** Social Security # _____

I UNDERSTAND THAT PER COUNTY ORDINANCE 2008-037, SECTION 1-10-24 THAT I AM RESPONSIBLE FOR ENSURING THAT MY BUSINESS COMPLIES WITH ZONING REGULATIONS, THE CHARLOTTE COUNTY MANDATORY RECYCLING ORDINANCE, AND ANY OTHER STATE, COUNTY OR CITY REGULATIONS.

I SWEAR THIS APPLICATION FOR BUSINESS TAX IS MADE FOR THE PROFESSION OR BUSINESS INDICATED HEREON AND IS TRUE AND CORRECT.

Signature: _____

Date: _____

HANDYMAN LOCAL BUSINESS TAX RECEIPT (BTR) CAN PERFORM THE FOLLOWING SERVICES:

1. Carpet cleaning
2. Carpet and linoleum installation (NO installation of ceramic tile, stone or any types of wood flooring)
3. Ceiling fan installation with a plug only (cannot do any hard wiring in junction box)
4. Change door locks (NO installation of doors or windows)
5. Change light bulbs
6. Gutter cleaning
7. House cleaning
8. Lawn maintenance and/or tree service (NO installation or repair of irrigation systems)
9. Landscaping (residential ONLY - NO commercial work)
10. Power washing
11. Rescreening (NO installation of aluminum, wood or vinyl)
12. Trash hauling (NO construction debris)
13. Window tinting
14. Window treatment installation (i.e. blinds, verticals)
15. Assembly of prefabricated items (i.e. shelves, bookcases)
16. Replace intake air handler filter (NO duct work or dismantling of the system)

A LOCAL BUSINESS TAX RECEIPT IS NOT A LICENSE TO PRACTICE CONTRACTING. IT IS A TAX THAT IS PAID TO CONDUCT BUSINESS WITHIN A COUNTY OR MUNICIPALITY.

THE FOLLOWING CONSTRUCTION TRADES CANNOT BE PERFORMED IN FULL OR IN PART BY A HANDYMAN: Acoustical and Installation; Air Conditioning; Aluminum; Asphalt Paving or Coating; General; Residential or Commercial Building or Remodeling; Demolition; Structural Carpentry; Cabinet or Trim Carpentry; Ceramic Tile; Terrazzo & Marble; Concrete or Masonry; Door; Window or Garage Door Installation; Drywall; Electrical; Fence Installation; Glass or Glazing; Grade; Fill & Clearing; Jobsite Clean-up; Commercial Landscaping; Irrigation; Marine Construction; Mechanical Contracting; Painting or Wall Covering; Pile Driving; Plaster; Stucco & Spraycrete; Plumbing; Roofing; Shed Installation; Sign Installation; Swimming Pool Installation; Swimming Pool Repair; Swimming Pool & Spa Water Treatment; Underground Utilities; Alarm System Installation; Building Moving; Elevator Installation; Fire Systems; Liquid Petroleum Gas; Water Conditioner Installer; Well Drilling.

This list is not inclusive and additional specialty contractors are described in Florida Statute 489, Charlotte County Code 3-2, or the Florida Administrative Code. If you have any questions about whether work can be performed by a Handyman, please call the Building Construction Services Division at 941.743.1201, Monday through Friday except holidays, between 7:30 am and 4:30 pm. This shall be done prior to performing the work to verify that the work does not require licensure under Charlotte County Codes, Florida Statutes or other laws governing the construction industry.

I have read the above and understand that if I contract to perform work outside the scope of my Local Business Tax Receipt, I can be cited as prescribed by law (minimum fine \$1,000/maximum fine \$2,000).

PRINTED NAME _____ DATE _____ SIGNATURE _____

(Rev. 02/2016)

**Be sure to read the final statement on the application, sign and date the form and return to us with the appropriate fees. All incomplete applications will be rejected and returned.

Important contact information

Charlotte County Building Services
941-743-1201
www.charlottecountyfl.gov

Florida Dept of Business (DBPR)
850-487-1395
www.myflorida.com/dbpr

Charlotte County Zoning Department
941-743-1964
www.charlottecountyfl.gov

Florida Dept of Health (DOH)
850-245-4321
www.doh.state.fl.us

Florida Department of Agriculture
800-435-7352
www.fdacs.gov

Florida Dept of Children and Families
850-487-1111
www.myflfamilies.com

Florida Dept of Elder Affair
800-963-5337
<https://elderaffairs.state.fl.us>

Agency for Health Care Administration
888-419-3456
<https://ahca.myflorida.com>

Florida Dept of Financial Services
800-342-2762
www.flofr.com

Florida Dept of Revenue (DOR)
800-352-3671
www.floridarevenue.com

Florida Dept of Environmental Protection
850-245-2118
www.dep.state.fl.us

Florida Dept of Education (DOE)
850-245-0505
www.fldoe.org

Florida Dept of Highway Safety & Motor
850-922-9000
www.hsmv.state/fl.us



**CHARLOTTE COUNTY PROPERTY APPRAISER
PAUL L. POLK, CFA, AAS**

18500 Murdock Circle
Port Charlotte, FL 33948-1076
Phone: (941) 743-1476 / Fax: (941) 743-1499
Email: TPP@charlottecountyfl.gov
Web Site: www.ccappraiser.com

IMPORTANT – PLEASE READ

TANGIBLE PERSONAL PROPERTY FILING REQUIREMENTS

Unless expressly exempt, Section 196.011, Florida Statutes requires the ad valorem taxation of all property located in this state, both real and personal. The application for a business tax receipt to conduct a business in Charlotte County is an indication that you are, or will be, in possession of tangible personal property that must be placed on Charlotte County's ad valorem tax roll.

Any item owned and used in your business venture is considered tangible personal property, this includes any furnishings, fixtures, and equipment. All property utilized by your business must be reported on the annual tangible personal property tax return.

A tangible personal property tax return will be mailed to you in January. **THIS FORM MUST BE COMPLETED** and returned to us by **April 1** to be eligible for up to a \$25,000 exemption on tangible personal property. If you feel this form does not apply, contact our office promptly.

If you have a **home-based/mobile** business or **rental** property, you may file the tangible personal property tax return early. Please stop by our Murdock office for further information.

The Tangible Personal Property Department is located at the Murdock Administration Building at 18500 Murdock Circle, Room 333 and can be reached by telephone at (941) 743-1476 or email TPP@charlottecountyfl.gov. If you have any questions concerning tangible personal property, please let us hear from you.

Paul L. Polk, CFA, AAS
Cert. Gen. RZ2940
Property Appraiser