



18400 Murdock Circle, Port Charlotte, FL 33948 | Telephone: 941.743.1201 | Fax: 941.764.4907
PrivateProvider@CharlotteCountyFL.gov | www.CharlotteCountyFL.gov

Private Provider Registration Form

Charlotte County requires all private provider firms to complete a one-time registration. There is no fee associated with the registration. During this process, proper licensure and insurance are verified and documented. Private Providers are responsible for keeping registration records current.

Pursuant to Florida Statute 553.791, if Private Provider Plan Review is utilized, then Charlotte County requires that Private Provider Inspections also be utilized. Inspection results (Pass or Fail) shall be submitted to the local Building Official within two (2) business days.

To register, please submit the following documents via email to PrivateProvider@CharlotteCountyFL.gov:

- Private Provider Registration Form
- Copies of professional licenses (regulated under Florida Statutes 481, 471, or 468) for each duly authorized representative
- Certificates of insurance

Name of Business: _____

Business Address: _____

Business Phone: _____ Business Email Address: _____

Name of Qualifier: _____

Enter all duly authorized representatives, regulated by Florida Statutes 481, 471, and 468 below:

Name	Florida License Number(s)

The authorization(s) for the listed individual(s) will remain in effect unless canceled in writing by the undersigned:

Signature

Date

For assistance or questions related to Private Provider, please email PrivateProvider@CharlotteCountyFL.gov.