



Business Tax Application

Check one: Original Transfer

1. Type of business: _____ EIN/SSN(Required): _____
2. Business name (Doing Business As): _____ **If the business is exempt from filing a Fictitious Name Registration, check the appropriate box below:**

- Business name indicates my full legal name
- Business name is a corporation, LLC, LLP, Partnership or registered trademark
- Attorney, regulated by Department of Business & Professional Regulation, or regulated by the Department of Health

3. Corporate/Owner Name: _____
 Licensed Professional/Qualifier Name: _____

Last Name
First Name
Middle Initial

4. Professional/Qualifier County/State License or Certification Number: _____
Note: Enter license number and attach a copy of your current license or certification.

5. Physical Address: _____
 City: _____ State: _____ ZIP: _____
 Business Location: Residential Commercial Parcel (STRAP): _____

6. Mailing Address: _____
 City: _____ State: _____ ZIP: _____

7. Business Phone: (____) _____ Cell Phone: (____) _____

8. Email: _____

9. Opening date at this location in Lee County: _____

10. Changes to an existing Local Business Tax Account:
 Current Local Business Tax Receipt Number: _____

Check All Boxes That Apply:

<u>No Fee:</u>	<u>Fee:</u> \$3.00
<input type="checkbox"/> Business/Owner Name	<input type="checkbox"/> Transfer of Ownership – Include copy of Bill of Sale
<input type="checkbox"/> Mailing Address	<input type="checkbox"/> Physical Address
	<input type="checkbox"/> Type of Business

Under penalties of perjury, I hereby declare the information above is true and correct to the best of my knowledge.

Owner/Qualifier Signature: _____ Date: _____

Zoning Approval: This section must be completed by the applicable city/county zoning agency.

Refer to zoning approval requirements on reverse side.
HOL-USE or COM#: _____
Approved By: _____ Title: _____ Date: _____

Business Tax Information

Business Tax Fee:

Full Year Fee (Oct – Sept): \$50.00

Half Year Fee (Apr – Jun): \$25.00

Quarter Year Fee (Jul – Sept): \$12.50

Other Services and Fees:

To obtain information and fees for an Escort Service, Flea Market, Going Out of Business/Fire Sale, Professional Landscape, Special Event, or a Transient Merchant, contact the Lee County Tax Collector’s office at 239.533.6000.

Payment Options:

- Check or money order made payable to Lee County Tax Collector
- Cash, check, money order, debit card (PIN required), and all major credit cards. A convenience fee is charged when using a credit or debit card and is subject to service provider rates which may vary. No portion of this fee is retained by the Tax Collector’s office.

Zoning Approval:

Prior to the issuance of the Lee County Business Tax Receipt, the business location must be properly zoned.

City Locations:

If the business is located within one of the cities listed below, a city local business tax receipt or city zoning approval must be obtained before applying for a county business tax receipt.

Contact the appropriate agency:

Bonita Springs	239.444.6150	www.cityofbonitaspringscd.org
Cape Coral	239.574.0430	www.capecoral.net
Fort Myers	239.321.7990	www.cityftmyers.com
Fort Myers Beach	239.765.0202	www.fortmyersbeachfl.gov
Sanibel	239.472.9615	www.mysanibel.com
Village of Estero	239.221.5035	www.estero-fl.gov

Unincorporated Lee County:

If the business is operating from a residential location and the type of business is on the [zoning exemption list](#), complete the [Home/Truck affidavit](#) and submit the signature page with your application. This information is available on our official website at www.leetc.com. All other residential businesses must contact Lee County Community Development at 239.533.8329 or www.leegov.com/dcd for zoning approval.

If the business is operating from a commercial location, Lee County Community Development must complete the “Zoning Approval” section on the application or attach a copy of the Certificate of Use or Certificate of Occupancy.

Tax Collector Office Hours

Monday, Tuesday, Wednesday, and Friday - 8:30 a.m. to 5:00 p.m.
Thursday - 9:00 a.m. - 5:00 p.m.
(except holiday closings)